

# Consignment Guide

**O C O N U S**

PPCIG-OL

*Print Date: 07-Aug-24*

## General Instructions: AFGHANISTAN (AF)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO)DOS arranged moves: (SODK, USDAO)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information:KabulGSOShipping@state.govTel:+93 708 916 815 Ext: 4597FSN Contact Information:Muhammad Rasooli frasooli@state.govTel: (93) 700-10-4402Group Email:KabulGSOShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments.(1) Army personnel - MAAG - (a) Accompanied tour: Unaccompanied tour: 25 percent of full JFTR weight allowance or 2,000 pounds, whichever is greater. (b) Unaccompanied tour: Weight allowances for single/unaccompanied personnel are in accordance with weights listed in Appendix V.DOS arranged moves: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

Acceptable container dimensions should be obtained from the airlines prior to pickup of property. Waterproof barrier paper or a lightweight plastic or polyethylene material is to be used to cover the property inside the container.

#### c. HARD LIFT AREA

Hard lift area for Air Force and Marine Corps. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority(ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments:"In accordance with the Joint Travel Regulations."DOS arranged moves: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

DOD arranged moves: Refer to DTRDOS arranged moves:When shipments (HHG/UB/POV) are released from point of origin, a message must be forwarded to USDAO Kabul announcing shipment date and expected date of arrival.

### 3. CONSUMABLES

DOD and DOS For: Kabul, Afghanistan JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Addis Ababa, Ethiopia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

Special Recognition Package (SRP) Kabul, Afghanistan

#### a. ALCOHOLIC BEVERAGES

"Importation is PROHIBITED"

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

## 5. FURTNITURE, OVERSIZED

"No restrictions identified."

## 6. PETS/QUARANTINE

Pets must have a valid health certificate. Owner must advise gaining post as far in advance as possible the airway bill number, description of pet, ETA, flight number and date in order for clearance at entry airport.

## 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

### a. HAND GUNS

"Importation is PROHIBITED."

### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

### c. TOY RELATED GUNS

"Importation is PROHIBITED."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

Shipment of POV's is prohibited.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

### b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Shipment is prohibited.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

## 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

### a. CBS

"No restrictions identified."

### b. AMATEUR/HAM RADIOS

"No restrictions identified."

### c. MARS EQUIPMENT

"No restrictions identified."

### d. DISH ANTENNAS

"No restrictions identified."

### e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Afghanistan should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Afghanistan. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

## 13. OTHER

DOS arranged moves:ITGBL Local AgentsPost: Herat Bureau: SCALocal Agents:Post: Kabul Bureau: SCALocal Agents:MEBS Global ReachBlock 4, Industrial Parks,District 9Kabul, AfghanistanMove One KololaPushta, Shamisi Plaza, District 4 Kabul-Afghanistan, Apartment B1 Phone number: +93700274374 & + 93 700 243 262Contact person: Mr. Richard Tagg & Mr. Ahmad AttaEmail: richard.tagg@moveoneinc.com andahmad.atta@moveoneinc.com

## General Instructions: AKROTIRI (QZ)

### 1. SHIPMENT INSTRUCTIONS

For DOD arranged shipments: Contact GBLOC WKFS For DOS arranged moves: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

" No restrictions identified."

#### c. HARD LIFT AREA

" No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

" No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

" No restrictions identified."

### 3. CONSUMABLES

" No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

" No restrictions identified."

**b. CIGARETTES/TOBACCO PRODUCTS**

" No restrictions identified."

**c. COSMETICS**

" No restrictions identified."

**d. FOOD STUFFS AND MEATS**

" No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

" No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

" No restrictions identified."

**a. HOME COMPUTERS**

" No restrictions identified."

**b. TVs/VCRs**

" No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

" No restrictions identified."

**5. FURTNITURE, OVERSIZED**

" No restrictions identified."

**6. PETS/QUARANTINE**

" No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

" No restrictions identified."

**a. HAND GUNS**

" No restrictions identified."

**b. RIFLES/SHOT GUNS**

" No restrictions identified."

**c. TOY RELATED GUNS**

" No restrictions identified."

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

" No restrictions identified."

8. PRIVATELY OWNED VEHICLES (POVs)

" No restrictions identified."

a. POVs (includes data on prohibited vehicles, colors, etc.)

" No restrictions identified."

b. MOTOR CYCLES/MOPEDS

" No restrictions identified."

c. GASOLINE/CATALYTIC CONVERTERS

" No restrictions identified."

d. INSURANCE AND SAFETY REQUIREMENTS

" No restrictions identified."

9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

" No restrictions identified."

10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

" No restrictions identified."

11. TRANSMITTING EQUIPMENT

" No restrictions identified."

a. CBS

" No restrictions identified."

b. AMATEUR/HAM RADIOS

" No restrictions identified."

c. MARS EQUIPMENT

" No restrictions identified."

d. DISH ANTENNAS

No Restrictions Identified.



e. CORDLESS PHONES

" No restrictions identified."

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

" No restrictions identified."

13. OTHER

None

## General Instructions: ALBANIA (AL)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) Department of State Consignment. (GBLOC: UUDK, DOS)"Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." (1) Army personnel - MAAG - (a) Accompanied tour: Unaccompanied tour: 25 percent of full JFTR weight allowance or 2,000 pounds, whichever is greater. (b) Unaccompanied tour: Weight allowances for single/unaccompanied personnel are in accordance with weights listed in Appendix V.DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

Acceptable container dimensions should be obtained from the airlines prior to pickup of property. Waterproof barrier paper or a lightweight plastic or polyethylene material is to be used to cover the property inside the container.

#### c. HARD LIFT AREA

Hard lift area for Air Force and Marine Corps. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority(ACA).

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Copies of advance shipment documents to include PPGBL, DD Form 1299, member's orders, inventory list and all other related documents, must be received by post to initiate customs clearance procedures. HHG and UAB shipments are cleared with 3 to 4 days. Carriers must provide all shipping documents to GSO to allow preparation of necessary customs clearance documents. Shipments should not be scheduled to arrive at post prior to members' arrival as shipment cannot be cleared until member has arrived and been granted their identification card by Albanian Ministry of Foreign Affairs. Tirana is a limited shipment post. Post does not have storage facilities for employee's personal effects. All shipments must be consigned to: American Embassy, employee's initials, Rruga e Elbasanit 103, Tirana, Albania.

### 3. CONSUMABLES

DOD and DOS For: Tirana, Albania JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Tirana, Albania as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Limited for personal and representational use. Contact post for clarification.

#### b. CIGARETTES/TOBACCO PRODUCTS

Limited for personal and representational use. Contact post for clarification.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

Albania is extremely limited in food availability and variety. Suggest maximum use of consumable shipment authorization.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

“No restrictions identified.”

#### b. TVs/VCRs

“No restrictions identified.”

#### c. OTHER (i.e. COMPATIBILITY, ETC)

“No restrictions identified.” Albania uses 220 volt 50-cycle electricity.

### 5. FURTNITURE, OVERSIZED

All houses are furnished.

### 6. PETS/QUARANTINE

There are no restrictions on pet importation. Dogs and cats are not subject to quarantine but should have all shots administered at least 30 days prior to arrival in country. An international health certificate showing rabies and distemper vaccinations are required.

### 7. PRIVATELY OWNED FIREARMS (POF)

Prohibited

#### a. HAND GUNS

Contact RSO at port before planning to ship any firearm.

#### b. RIFLES/SHOT GUNS

Contact RSO at port before planning to ship any firearm.

#### c. TOY RELATED GUNS

“No restrictions identified.”

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

### 8. PRIVATELY OWNED VEHICLES (POVs)

“No restrictions identified.”

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

Persons with diplomatic status may import duty free one POV and one motorcycle. When a member with diplomatic status is accompanied during his assignment their spouse can import or buy another vehicle duty free. Provide GSO copies of all shipping documents and a copy of the vehicle title. POV shipment cannot be cleared prior to the arrival of employee to post. Registration process will take place after employee has obtained the identification card from Albanian Ministry of Foreign Affairs. Original title for POV is requested from MFA when post submits request for license

plates and registration. Registration process will take approximately 3 weeks. Almost all vehicles in Albania are left-hand drive.

#### b. MOTOR CYCLES/MOPEDS

All personnel with diplomatic status can import one motorcycle duty free. Motorcycle can be included in the HHG shipment. Inventory list should include the vehicle Identification number (VIN) of the motorcycle, model and type. Motorcycles/Mopeds under 50cc do not have to be registered. Any motorcycle/moped over 50cc is considered a POV and must be registered.

#### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gasoline is available in country. Post has a gas station within Embassy compound.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Third party liability insurance obtained through an insurance company is mandatory for all vehicles in Albania. Contact Post for further information.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

#### a. CBS

"Importation is PROHIBITED."

#### b. AMATEUR/HAM RADIOS

Request for importation must be submitted to and approved by Ministry of Telecommunications of Albania.

#### c. MARS EQUIPMENT

Request for importation must be submitted to and approved by Ministry of Telecommunications of Albania.

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Albania should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Albania. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

## 13. OTHER

DOS Arranged ITBL Local Agents:AlbaniaPost: Tirana Bureau: EURLocal Agents:AGS  
TiranaRruga Llazar Xhajanka1027 Tirana, AlbaniaTirana, AlbaniaPOC: Genti JacellariTel:  
355 69 20 86 315Fax: 355 44 500 617Email: manjola.hasa@ags-globalsolutions.comAES  
Cargo/ Move OneRruga: Brigada e VIII P.Teknoprojekt Sh.2 Ap 3/2 Nr. 33/1Tirana,  
AlbaniaPOC:Glenda PajoMob: 355 4 225 8103Cel: 355 69 206 7269Email:  
glenda.pajo@moveoneinc.com

## General Instructions: ALGERIA (DZ)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) DOS arranged shipments: Contact (GBLOC:TFDK, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" statusGSO Contact information:AlgiersVicki Hutchinson; Lintra Harringt hutchinsonv@state.gov;harringtonld@state.gov+213 770 800 073 ; +213 770 8FSN contact listingHousna Ahmed-chaouch; Benc ahmedch@state.gov;benchikhma@state.gov+213 770 800 581; +213 770 9Group email:Algiers\_shipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." (1) Army personnel - MAAG - (a) Accompanied tour: Unaccompanied tour: 25 percent of full JFTR weight allowance or 2,000 pounds, whichever is greater. (b) Unaccompanied tour: Weight allowances for single/unaccompanied personnel are in accordance with weights listed in Appendix V.DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

Acceptable container dimensions should be obtained from the airlines prior to pickup of property. Waterproof barrier paper or a lightweight plastic or polyethylene material is to be used to cover the property inside the container.

#### c. HARD LIFT AREA

Hard lift area for Air Force and Marine Corps. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority(ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Copies of advance shipment documents to include PPGBL, DD Form 1299, member's orders, inventory list and all other related documents, must be received by post to initiate customs clearance procedures. HHG and UAB shipments are cleared with 3 to 4 days. Carriers must provide all shipping documents to GSO to allow preparation of necessary customs clearance documents. Shipments should not be scheduled to arrive at post prior to members' arrival as shipment cannot be cleared until member has arrived and been granted their identification card by Albanian Ministry of Foreign Affairs. Tirana is a limited shipment post. Post does not have storage facilities for employee's personal effects. All shipments must be consigned to: American Embassy, employee's initials, Rruga e Elbasanit 103, Tirana, Albania.

## 3. CONSUMABLES

DOD and DOS For: Algiers, Algeria JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Algiers, Algeria as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

### a. ALCOHOLIC BEVERAGES

Limited for personal and representational use. Contact post for clarification.

### b. CIGARETTES/TOBACCO PRODUCTS

Limited for personal and representational use. Contact post for clarification.

### c. COSMETICS

"No restrictions identified."

### d. FOOD STUFFS AND MEATS

Algeria is extremely limited in food availability and variety. Suggest maximum use of consumable shipment authorization.

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

## 4. ELECTRICAL EQUIPMENT



“No restrictions identified.”

#### a. HOME COMPUTERS

“No restrictions identified.”

#### b. TVs/VCRs

“No restrictions identified.”

#### c. OTHER (i.e. COMPATIBILITY, ETC)

“No restrictions identified.”

### 5. FURTNITURE, OVERSIZED

“Importation is PROHIBITED.”

### 6. PETS/QUARANTINE

There are no restrictions on pet importation. Dogs and cats are not subject to quarantine but should have all shots administered at least 30 days prior to arrival in country. An international health certificate showing rabies and distemper vaccinations are required.

### 7. PRIVATELY OWNED FIREARMS (POF)

DOD arranged shipments: Contact “Importation is PROHIBITED.” DOS arranged shipments:

Contact RSO at port before planning to ship any firearm.

#### a. HAND GUNS

DOD arranged shipments: Contact “Importation is PROHIBITED.” DOS arranged shipments:

Contact RSO before planning to ship any firearm.

#### b. RIFLES/SHOT GUNS

DOD arranged shipments: Contact “Importation is PROHIBITED.” DOS arranged shipments:

Contact RSO before planning to ship any firearm.

#### c. TOY RELATED GUNS

“No restrictions identified.”

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

### 8. PRIVATELY OWNED VEHICLES (POVs)

“No restrictions identified.”

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

Persons with diplomatic status may import duty free one POV and one motorcycle. When a member with diplomatic status is accompanied during his assignment their spouse can import or buy another vehicle duty free. Provide GSO copies of all shipping documents and a copy of the vehicle title. POV shipment cannot be cleared prior to the arrival of employee to post. Registration process will take place after employee has obtained the identification card from Albanian Ministry of Foreign Affairs. Original title for POV is requested from MFA when post submits request for license plates and registration. Registration process will take approximately 3 weeks. Almost all vehicles in Albania are left-hand drive.

#### b. MOTOR CYCLES/MOPEDS

All personnel with diplomatic status can import one motorcycle duty free. Motorcycle can be included in the HHG shipment. Inventory list should include the vehicle Identification number (VIN) of the motorcycle, model and type. Motorcycles/Mopeds under 50cc do not have to be registered. Any motorcycle/moped over 50cc is considered a POV and must be registered.

#### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gasoline is available in country. Post has a gas station within Embassy compound.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Third party liability insurance obtained through an insurance company is mandatory for all vehicles in Algeria.. Contact Post for further information.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“No restrictions identified.”

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“No restrictions identified.”

### 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

#### a. CBS

“Importation is PROHIBITED.”

#### b. AMATEUR/HAM RADIOS

Request for importation must be submitted to and approved by Ministry of Telecommunications of Algeria..

#### c. MARS EQUIPMENT

Request for importation must be submitted to and approved by Ministry of Telecommunications of Algeria.

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Algeria. should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Algeria. When processing application and GBL, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

### 13. OTHER

DOS arranged shipments:

## General Instructions: AMERICAN SAMOA (AS)

### 1. SHIPMENT INSTRUCTIONS

PICK UP OR DELIVERY If/When a pickup or delivery street address is not available (streets are rarely named), PPPOs and PPSOs must ensure the location of personal property to be picked up or delivered is adequately described using local landmarks (i.e.-red house behind supermarket in Tutuila Village, fourth green house on right side of gym in Matuu Village, etc.). Providing a P.O. Box is adequate to provide customer contact information, but IS NOT descriptive enough to effect a pickup or delivery of personal property. (CH SDDC-PAC 06-Aug-2013 RB)

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. JPPSO-Hawaii is the responsible personal property shipping office for American Samoa. All correspondence and documentation pertaining to shipments destined for American Samoa are retained by JPPSO-Hawaii. Provide members with JPPSO-Hawaii's telephone numbers and advise members there is no DOD representative in American Samoa to assist them with personal property matters. Members are to contact JPPSO-Hawaii for assistance. b. American Samoa consists of three major islands. All shipments consigned to Tutuila, where the port of Pago Pago is located; Manu'a Island and Aunu'u Island must be thoroughly reviewed to determine consignment to the correct island.

### 3. CONSUMABLES

No Restrictions Identified.

#### a. ALCOHOLIC BEVERAGES

Regulations governing importation are the same as CONUS.

#### b. CIGARETTES/TOBACCO PRODUCTS

Regulations governing importation are the same as CONUS.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

Shipments containing firearms are authorized but are subject to US regulations. All personnel arriving in American Samoa who bring firearms of any description, usable or unusable, serviceable or unserviceable, modern or antique, shall register the POF with the Governor or his designated representative. POFs arriving on American Samoa, as part of the member's household goods must be identified on the members personal property inventory list. POFs will be placed in the number 1 external shipping container positioned so they are readily accessible for examination when required.

#### a. HAND GUNS

Handguns are strictly prohibited. Prohibited firearms considered as souvenirs may be shipped to American Samoa as long as the firing pin has been removed and gun barrels are permanently plugged.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

Per Chapter 11 of COMDTINST M4050.6, Coast Guard members assigned to American Samoa on Permanent Change of Station (PCS) orders for a 12-month period (less than two-year assignment) are not authorized shipment of a POV. (CH SDDC-PAC 18-Nov-2015 RB) There is no authorization to ship a POV to American Samoa for a one-year PCS assignment. (sddc pac mso-5/4/12) Effective January 1, 2009, the American Samoa Government (ASG) has banned the importation of all vehicles manufactured prior to the model year 1999. This policy was implemented by the Governor of American Samoa in "Executive Order No:010A-2007" dated August 21, 2007.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

(CH Entire Para 09-Mar-2020 TCJ9-OH-Pac RB) (1) POVs shipped into American Samoa: POVs with an ultimate destination of Tutuila (Pago Pago)-WB1, should be consigned directly to this WPOD code. When the ultimate American Samoa destination is (OFU)-WB3 (Manu'a Islands), or Aunu'u-WB4, consignment will be through Pago Pago-WB1 FFT ultimate destination OFU-WB3, or Aunu'u-WB4. Advise member their POV turn-in shipping documents must be retained to receive POV from steamship company at destination. POV tracing and POV claims can be accomplished via the POV Contractor's website: [www.pcsmypov.com](http://www.pcsmypov.com). (2) POVs shipped from American Samoa: Members are to contact their appropriate branch of service transportation office in Hawaii for guidance/assistance. Listed below are the individual service transportation offices located in Hawaii.

US ARMY: Fort Shafter DSN: 315-438-1861 COMM: 808-438-1861 FAX COMM: 808-438-1421 Schofield Barracks DSN: 315-655-9239 COMM: 808-655-9239 FAX COMM: 808-655-8971 AIR FORCE/NAVY: DSN: 315-473-2982 COMM: 808-473-2982 FAX DSN: 315-473 2334 / FAX COMM: 808-473-2334 COAST GUARD: COMM: 808-541-1502/01/00 FAX COMM: 808-541-1515 MARINECORPS: DSN: 315-257-5868/5568 COMM: 808-257-5868 FAX DSN: 315-257-3208 / COMM: 808-257-3208

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

Vehicles must meet federal emission and safety standards. Insurance: No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

a. CBS

No restrictions identified.

b. AMATEUR/HAM RADIOS

No restrictions identified.

c. MARS EQUIPMENT

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

\*\*\*IMPORTANT\*\*\*COVID 19\*\*\*IMPORTANT\*\*\*COVID 19\*\*\*IMPORTANT\*\*\*COVID 19\*\*\*IMPORTANT\*\*\*COVID 19\*\*\*Retiring/Separating customers need to be counseled while there are no prohibitions for the entry of personal property shipments into American Samoa via surface, travel of the Retiree/Separatee will not be allowed until flight suspensions into American Samoa are reconsidered on November 1, 2020. (USTRANSCOM Pacific J9 - mso, 8 Oct 2020).

\*\*\*\*\*

\*\*\*\*\*Personnel contemplating retirement, separation, or relocating dependents to American Samoa should be counseled to contact the American Samoa Government, Customs & Excise Tax Division, Department of Treasury, Pago Pago, American Samoa 96799. Telephone numbers (684) 633-5656/2674/1202 and facsimile number (684) 633-2675 for customs entry requirements. Also, members should be counseled that customs entry requirements, to include payment of duties and taxes (if any), remain the responsibility of the member and is a personal matter between the member and the American Samoa Government.

13. OTHER

No Restrictions Identified.



## General Instructions: ANDORRA (AD)

### 1. SHIPMENT INSTRUCTIONS

For DOD arranged shipments: Contact GBLOC WKAS. For DOS arranged moves: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. OTHER If/When a pickup or delivery street address is not available (streets are rarely named), PPPOs and PPSOs must ensure the location of personal property to be picked up or delivered is adequately described using local landmarks (i.e.-red house behind supermarket in Tutuila Village, fourth green house on right side of gym in Matuu Village, etc.). Providing a P.O. Box is adequate to provide customer contact information, but IS NOT descriptive enough to effect a pickup or delivery of personal property. (CH SDDC-PAC 06-Aug-2013 RB)

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

**3. CONSUMABLES**

"No restrictions identified."

**a. ALCOHOLIC BEVERAGES**

"No restrictions identified."

**b. CIGARETTES/TOBACCO PRODUCTS**

"No restrictions identified."

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"No restrictions identified."

**a. HAND GUNS**

"No restrictions identified."

**b. RIFLES/SHOT GUNS**

"No restrictions identified."

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"No restrictions identified."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Andorra should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Andorra. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

**13. OTHER**

None.

## General Instructions: ANGOLA (AO)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) DOS arranged shipments: Contact (GBLOC:TXDZ, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status GSO Contact information:Luanda+244-222-641-1143; +244 923 5FSN Contact listing Antonio Junior JuniorAD@state.gov244-222-641267Group emailNone Listed OTHERShipments CANNOT arrive prior to the member's arrival and receive their diplomatic status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

Hard lift area for Air Force. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

The customs clearance process can take between three and five weeks after submitting completed documentation to the shipping section for coordination through the Foreign Ministry, Customs Office and Airport/Port Customs Office. Post cannot clear out of the port/airport any shipments prior to employee arrival at post and have a valid diplomatic card issued by the Angolan government. This procedure also takes several weeks. So please DO NOT SEND any shipments without post clearance. Please remember that all shipments should be consigned to American Embassy in Luanda. (Employee name or Embassy section). Rua Houari Boumedienne no. 32, Luanda, Republica de Angola. UB should be packed in heavy-duty cardboard boxes, lined with waterproof plastic because of rain, and steel banded; HHG should be packed in plywood crates, lined with waterproof plastic to protect from rain and tropical humidity, steel banded then shipped air freight to Luanda. Fax or DHL, airway bill, packing list, invoice, itemized statement of value for air freight shipments and bill of lading, packing list, invoice, Angola National Shippers Council for surface shipments to post. Post must be advised by fax and/or hardcopy receipt of all shipments routed to Luanda to avoid paperwork delays and costly airport/port warehouse storage charges.

### 3. CONSUMABLES

DOD and DOS For: Luanda, Angola JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Addis Ababa, Ethiopia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Some restrictions apply, contact post prior to shipment for current restrictions.

#### b. CIGARETTES/TOBACCO PRODUCTS

Some restrictions apply, contact post prior to shipment for current restrictions.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Narcotics are strictly prohibited, but some pharmaceutical products are allowed. Contact post prior to shipment for current restrictions.

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

a. HOME COMPUTERS

"No restrictions identified."

b. TVs/VCRs

"No restrictions identified."

c. OTHER (i.e. COMPATIBILITY, ETC)

Houses have 220 volt current.

5. FURTNITURE, OVERSIZED

"No restrictions identified."

6. PETS/QUARANTINE

"No restrictions identified." . Vaccination card and Certificate of health should be current. No quarantine is required.

7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

a. HAND GUNS

"Importation is PROHIBITED."

b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

c. TOY RELATED GUNS

Importation is PROHIBITED."

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

8. PRIVATELY OWNED VEHICLES (POVs)

POVs CANNOT arrive prior to the member's arrival and receive their diplomatic status

a. POVs (includes data on prohibited vehicles, colors, etc.)

There are no prohibited vehicles or colors or age. Each ssigned membver is authorize one POVs duty free. Vehicles must be left hand driven.

**b. MOTOR CYCLES/MOPEDS**

Motorcycle is not considered a POVs.

**c. GASOLINE/CATALYTIC CONVERTERS**

. Unleaded and diesel gasoline is available.

**d. INSURANCE AND SAFETY REQUIREMENTS**

Third party insurance is required,contact post for further inforamtion.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"Importation is PROHIBITED."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Angola should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Angola. When processing application and GBL shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.



## 13. OTHER

DOS arranged shipments:ITGBL local Agents.AngolaPost: Luanda Bureau: AFLocal  
Agents:AGS Concat:Mathias Bouroullec | Branch Manager – AGSFRASERS ANGOLATel:  
+244 923 944 950 Email:mathias.bouroullec@ags-globalsolutions.comSkype: Mathias  
Bouroullec – Branch ManagerAngolaWWW.AGS-GLOBALSOLUTIONS.COMABS  
CONTACTERWIN KRUECKANGOLA MANAGING DIRECTOREMAIL :  
ERWIN.KRUECK@ALLBROKERAGE.COMWEB : WWW.ALL-BROKERAGE.COMWEB  
GUESTHOUSE: WWW.ABSGUESTHOUSE.COMMOBILE AO: + 244 923 861 685RUA FRANCISCO  
CASTELO BRANCO Nº 1,COQUEIROS – LUANDA/ANGOLACargo CenterAddress: Rua Gastao  
de Sousa Dias. #:6 R/chaoMaiangaPOC: Jandira SilvaPOC tel: 933865828POC Email:  
Jandira.Silva@cargocenter.org

## General Instructions: ANGUILLA (AI)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS. OTHER Shipments CANNOT arrive prior to the member's arrival and receive their diplomatic status.

#### a. WEIGHT RESTRICTIONS

Per members orders.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified

#### c. HARD LIFT AREA

Hard lift area for Air Force. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

**a. ALCOHOLIC BEVERAGES**

No restrictions identified.

**b. CIGARETTES/TOBACCO PRODUCTS**

No restrictions identified.

**c. COSMETICS**

No restrictions identified.

**d. FOOD STUFFS AND MEATS**

No restrictions identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT**

No restrictions identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restrictions identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No restrictions identified.

**a. HAND GUNS**

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

No restrictions identified.

**13. OTHER**

No restrictions identified.

## General Instructions: ANTARCTICA (AQ)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status

#### a. WEIGHT RESTRICTIONS

"No restrictions identified."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

**b. CIGARETTES/TOBACCO PRODUCTS**

"No restrictions identified."

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"No restrictions identified."

**a. HAND GUNS**

"No restrictions identified."

**b. RIFLES/SHOT GUNS**

"No restrictions identified."

**c. TOY RELATED GUNS**

"No restrictions identified."

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No Restrictions Identified.

8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

b. MOTOR CYCLES/MOPEDS

No Restrictions Identified.

c. GASOLINE/CATALYTIC CONVERTERS

No Restrictions Identified.

d. INSURANCE AND SAFETY REQUIREMENTS

No Restrictions Identified.

9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No Restrictions Identified.

10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No Restrictions Identified.

11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

a. CBS

No Restrictions Identified.

b. AMATEUR/HAM RADIOS

No Restrictions Identified.

c. MARS EQUIPMENT

No Restrictions Identified.

d. DISH ANTENNAS

No Restrictions Identified.



e. CORDLESS PHONES

"No restrictions identified."

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

"No restrictions identified."

13. OTHER

## General Instructions: ANTIGUA AND BARBUDA (AG)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

The Detachment Commander serving an accompanied tour is authorized full JFTR. Unaccompanied military members are authorized the unaccompanied weight allowance as prescribed in the JFTR.

#### b. CONTAINER/CRATING REQUIREMENTS

All unaccompanied baggage shipments via the DPM method only. All Household Good shipments must be routed through the OTO system. Block 18 on the GBL must show member's name with actual destination. Do not show Roosevelt Roads information.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

As prescribed in the JFTR.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

There are no customs or duty restrictions on personal property for assigned active duty personnel as long as the property is shipped through proper channels (Patrick AFB). Shipment arriving via USAF AMC flight go direct without going through customs. Shipments through any other method will have to be processed through customs and documentation will have to be completed stating the contents and value of shipment. US Military Forces on official duty are permitted duty free importation privileges.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions.

#### d. FOOD STUFFS AND MEATS

No restrictions.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions.

#### b. TVs/VCRs

No restrictions.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions.

**5. FURTNITURE, OVERSIZED**

No restrictions.

**6. PETS/QUARANTINE**

Dogs and cats will not be allowed entry without an import license issued after the animal is micro-chipped, vaccinated against rabies and a blood test submitted to the Antigua Government Veterinary Office. To obtain forms, information and restrictions for other animals contact: Veterinary and Livestock Division P.O. Box 1282 St. John's Antigua Tel: 268 562 1814 FAX: 268 460 1759

**7. PRIVATELY OWNED FIREARMS (POF)**

Prohibited.

**a. HAND GUNS****b. RIFLES/SHOT GUNS****c. TOY RELATED GUNS****d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)****8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

Accompanied/unaccompanied military members are allowed to import one duty free vehicle within the first six months of a person's arrival.

**b. MOTOR CYCLES/MOPEDS**

There are no restrictions on motorcycles or mopeds.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

(1) Safety Requirements: POV must pass a safety inspection when it is licensed. The inspection includes a visual inspection of the exterior of the vehicle to include lights, windshield cracks, tires, etc. (2) Insurance: POV must have minimum liability insurance to cover any damage caused to another vehicle and any injuries caused to anyone involved in an accident. The insurance company must be recognized by the Government of Antigua as a valid insurance provider. Insurance can be obtained through local insurance companies at rates comparable to those charged

by US companies.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

## 11. TRANSMITTING EQUIPMENT

No restrictions identified.

### a. CBS

No restrictions identified.

### b. AMATEUR/HAM RADIOS

No restrictions identified.

### c. MARS EQUIPMENT

No restrictions identified.

### d. DISH ANTENNAS

No restrictions identified.

### e. CORDLESS PHONES

No restrictions identified.

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Antigua West Indies should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Antigua West Indies.

## 13. OTHER

No restrictions identified.

## General Instructions: ARGENTINA (AR)

### 1. SHIPMENT INSTRUCTIONS

DOD ARRANGED SHIPMENTS: RESPONSIBLE GBLOC: PLEASE PROCEED TO GBLOC DETAILS FOR "HAFC". IF NO SHIPMENT INSTRUCTIONS ARE LISTED FOR SUBJECT COUNTRY, CONTACT HAFC FOR SPECIFIC INSTRUCTIONS. DOS ARRANGED MOVES "EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF

HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS: b. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JTR ENTITLEMENTS AND SERVICE REGULATIONS.

COUNSELING MUST BE DOCUMENTED USING DD FORM 1797. c. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)). d. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV. e. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

The Detachment Commander serving an accompanied tour is authorized full JTR. Unaccompanied military members are authorized the unaccompanied weight allowance as prescribed in the JTR.

#### b. CONTAINER/CRATING REQUIREMENTS

All unaccompanied baggage shipments via the DPM method only. All Household Good shipments must be routed through the OTO system. Block 18 on the GBL must show member's name with actual destination. Do not show Roosevelt Roads information.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

The transit time for HHE shipments from the U.S. to Argentina can take four to six weeks. Transit for UAB shipments should only take a week. UAB & HHE clearance is normally processed within two to three weeks once it arrives in Argentina. Administrative & Technical employees should note that their diplomatic accreditations do not allow for supplemental shipments, including layettes, later than six months after arrival.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. Argentine customs require full accreditation before releasing your shipments (i.e., UAB, HHE, POV). The accreditation process generally takes ten working days after the receipt of your documents upon arrival. For shipping questions, contact the Customs & Shipping Team at BUEGSO-Customs-Shipping@state.gov < Caution-mailto:BUEGSO-Customs-Shipping@state.gov >. b. Personnel on the diplomatic list may import duty free UB and HHG in reasonable quantities for their own use at any time during their assignment to Argentina. Military personnel of the Military Group (MilGroup) are accorded the same import privileges as Diplomatic Officers by terms of special agreement. Nondiplomatic personnel may import more than one personal property shipment free of customs duties provided shipments arrive within 180 days of member's arrival in Argentina. c. All shipments are subject to customs inspection. Argentina requires original copy of commercial bill of lading to initiate customs clearance. When the original bills of lading and/or airway bills have been received, it will take about 2 weeks to process the free entry permits. The Argentine Foreign Office will not initiate clearance for the importation of personal property or POVs before the owner has arrived. d. Contact Embassy Administrative Office or sponsor for any additional information regarding POVs or HHG shipment. e. In Order to obtain import permits fro the Argentine Ministry of Foreign Affairs, fax a copy of the Bill of Lading and packing list to GSO/Customs and Shipping Office, phone No 54-11-5777-4200 or send an email to the Shipping Assistance: Maria Fernanda Lamazares, email address: lamazaresmf@state.gov or Maria Jose Rivero y Hornos, email address: riveromj@state.gov Original shipping documentations are required to clear the shipment through customs. Send this documentation via air courier (Buenos Aires is served by DHL / UPS / Fed EX) as soon as possible

## 3. CONSUMABLES

No Restrictions Identified.

### a. ALCOHOLIC BEVERAGES

Importation is restricted from Stateside (CONUS ONLY) Locations.They can be shipped from an overseas post to Buenos Aires as part of HHE.

### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

### c. COSMETICS

No restrictions identified.

**d. FOOD STUFFS AND MEATS**

No restrictions identified. Note: any future importation of bulk food, alcoholic beverages, and tobacco can be made by Special Group Purchase (GPC) through the Embassy Commissary.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT**

No Restrictions Identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

Dogs and cats require certificate of good health issued within 10 days before departure and rabies vaccination issued no more than 30 days and less than one year before departure, issued by a Federal Veterinary Officer in the country from which arriving, duly validated by the nearest Argentine Consul. Failure to meet these requirements could result in longer periods of quarantine for pets. Boarding facilities for pets are limited and are located in the suburbs.

**7. PRIVATELY OWNED FIREARMS (POF)**

Firearms and Ammunition: Based on Argentine law and Post Policy employees are permitted to import a maximum of two personally owned weapons at any one time while in country (i.e. any combination of rifled, shotguns or handguns). Subject to prior specific approval of the Chief of Mission, U.S. Government personnel may bring no more than three non-automatic only weapons (pistols, rifles, or shotguns) for sporting purposes only and 1,000 rounds of ammunition, approved in advance by the COM, may be shipped to post without a U.S. firearms export license, provided they are consigned to U.S. personnel for their personal use and not for resale. Argentine Government regulations require a free-entry permit signed by the Chief of Mission for import which GSO will arrange. In addition, all firearms imported must be registered with the Argentine National Arms Registry (RENAR). GSO will arrange this for the member. b. Requests for shipments of firearms and ammunition must be made through the Regional Security Office to the Chief of Mission before such weapons can be shipped. In the request please include identifying data of the firearms,



plus its intended purpose and statement of your qualifications to use safely each of the weapons for which approval to ship to post is requested. Any employee wishing to import a firearm must send a cable to post's Admin Officer at least 30 days prior to pack-out from the losing post, requesting permission to import the firearm (s). A form will be provided in accordance with the Post firearms policy. This must be returned prior to arrival for approval by the Ambassador.

#### a. HAND GUNS

No Restrictions Identified.

#### b. RIFLES/SHOT GUNS

No Restrictions Identified.

#### c. TOY RELATED GUNS

No Restrictions Identified.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No Restrictions Identified.

### 8. PRIVATELY OWNED VEHICLES (POVs)

No Restrictions Identified.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

The Government of Argentina imposes many restrictions on POV importations. Vehicles can be difficult to sell at the end of your tour. Please review this information thoroughly and contact GSO before purchasing a new vehicle or exporting your current one. We strongly encourage you to contact GSO Shipping (BUEGSO-Customs-Shipping@state.gov < Caution-mailto:BUEGSO-Customs-Shipping@state.gov > ) early in your transition planning. There is no restriction to the age of the POV; however, other restrictions may apply: \* Sports cars are prohibited \* Brand new cars are prohibited \* Convertibles are prohibited Vehicles must be used. If the vehicle is within the current or most recent model year, you must either be at least the second owner, or the vehicle must have more than 100 miles on the odometer. Contact GSO Shipping with the details of your vehicle before committing to shipping a current model year vehicle.

Preauthorization for POV import is required. The shipping company cannot initiate the vehicle shipment until they receive this authorization. Post recommends that transferring employees initiate their request as soon as they have identified the POV they wish to send to post. The preauthorization can be processed up to six months prior to the employee's arrival with the following documentation: \* Title of vehicle in the employee's name \* Bill of sale

\* Copy of passport All imported vehicles must be re-exported or sold to another diplomat. Employees granted a diplomatic title may import two vehicles; administrative and technical staff can bring or have only one vehicle. If you are a student or an Administrative & Technical employee, you only have six months from the date of your arrival to import a car. Motorcycles are considered and

treated by the Argentine MFA as POVs and may not be included in the HHE shipment. Motorcycles require the same preauthorization to be imported. The U.S. government pays for the transportation of one POV; employees choosing to ship a second vehicle, or a motorcycle are responsible for those shipping charges. Employees may also purchase a POV from another diplomat (duty free), local dealership, or private individual. Locally purchased vehicles carry heavy importation tariffs that cannot be waived, except for value-added tax. If you intend to purchase a used POV from another diplomat, you are still required to secure authorization from the MFA. Post will not authorize the purchase of a POV that cannot be subsequently exported into the United States. A vehicle purchased locally (e.g., from a dealer) can be freely sold on the local economy. Please note that purchasing a vehicle from another diplomat or in the local market includes a broker's fees of around USD350 which must be paid by the employee. Be aware that the sale of your POV upon departure from post is extremely difficult. Argentine regulations require all departing employees to either sell or dispose of their POV before releasing other shipments departing the country. This specifically means that POV sales must be completed or the vehicle sold before UAB or HHE shipments can leave Argentina. Sale to another diplomat is the best option for local disposal. However, this transaction must occur between credentialed diplomats in Argentina within a month after the departure of the officer and the first month of the incoming one. After this period, the transfer cannot be completed. Please check with Customs and Shipping before purchasing a second vehicle locally as many vehicles do not meet U.S specifications and cannot be imported into the United States. POV Processing Timeline Shipping time for POVs can vary, but it normally takes six weeks or more, and you must be accredited prior to registration, which can take up to four weeks. Below are the general timelines for processing your POV upon arrival: \*

- \* Imported POV, upon arrival in country, and after accreditation of Customs clearance and receipt of license plates and registration: eight weeks. To receive the plates, the officer will have to pay for the insurance and bring the receipt, directly to GSO/Shipping the receipt.

- \* Purchased locally from another diplomat, who is concurrently accredited of Transfer of ownership and receipt of license plates and registration: six weeks
- \* Purchased locally from a dealership or private individual of Transfer of ownership and receipt of license plates and registration: six weeks

Vehicle Value Limits Argentina imposes value limits on imported cars depending on your diplomatic rank as follows: \*

- \* Chief of Mission: No limit

- \* Deputy Chief of Mission, Minister Counselor, Minister, Consul General, Principal Attachés of the Armed Forces (with minimum rank of Colonel): USD 65,000
- \* Counselor, Deputy Consul General (with rank of Counselor): USD 55,000
- \* First and Second Secretaries, Consuls with equivalent rank of First and Second Secretaries and Assistant Military Attachés (with rank lower than Colonel): USD 45,000
- \* Third Secretaries and Consuls of equivalent rank: USD 35,000
- \* Attachés, Vice Consuls, Special Mission members (MILGP), and Administrative & Technical employees: USD 30,000

## b. MOTOR CYCLES/MOPEDS

Motorcycles/mopeds are considered POVs. They may be shipped with HHG but must be individually manifested. MOTORCYCLE CAN BE SHIPPED IN HHE SHIPMENT EMPLOYEE CAN SHIP POV AND MOTORCYCLE HAS TO BE PREVIOUSLY APPROVED. REQUEST MUST HAVE THE FOLLOWING: MOTORCYCLE TITLE IN OFFICER'S NAME, BRAND, MODE YEAR, TYPE, VIN#, ENGIN #, DATE PURCHASED, COPY OF THE BILL OF SALE, PASSPORT#, DATE OF ARRIVAL IN COUNTRY

Motorcycles, as well as second POVs, must be shipped out of Argentina upon completion of individual's tour. Ship via sea containers.

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

The MFA requires all diplomats with POVs to obtain local third-party liability insurances for their entire stay in Argentina. C&S personnel can assist you in obtaining insurance coverage through the company used for the embassy's official vehicles. The estimated price is generally ARS 8,000. Officers that wish to get comprehensive or full-coverage insurance should maintain their foreign policies, as local insurers do not provide these services to diplomatic vehicles. In addition, when travelling to a neighboring country, an insurance extension policy is required. Please contact C&S for assistance.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

#### a. CBS

May be imported with HHG.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

No restrictions identified.

#### d. DISH ANTENNAS

No restrictions identified.

#### e. CORDLESS PHONES

No restrictions identified.

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Argentina should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Argentina.

### 13. OTHER

No Restrictions Identified.

## General Instructions: ARMENIA (AM)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO contact information: Yerevan Brian Fitzpatrick fitzpatrickb@state.gov Tel: 374-10-494654 FSN Contact information: Ara Movsesian movsesiana@state.gov Tel: 374-10-494442 Yerevan GSOShippingUG@state.gov

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

Max dimensions should not exceed in length 150 CM, in height 220 CM, and in width 220 CM.

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

This destination is serviced mostly by commercial airplanes that have small cargo compartments. Therefore, please ensure that a single box in the shipment does not exceed 1.30 cubic meters.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

- a. Provide a copy of PPGBL, DD 1299, member's orders, inventory and other related shipping document to GSO (General Services Office) at the US Embassy Yerevan.
- b. HHG and UB shipments are usually cleared within two (2) working days.

### 3. CONSUMABLES

DOD and DOS For: Yerevan, Armenia JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Yerevan, Armenia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

**A. Uniformed Service Member**

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs; 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

**B. Civilian Employee**

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs; 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

A license is required by the Ministry of Health. After arrival, a sample of the drugs must be taken to the licensing authority and within one week permission will be issued. Usually done by the moving company. Takes one week to finish. A fee applies (the fee depends on the quantity of items to be sampled).

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

Power supply used in Armenia is 220 Volts/50 Cycles. TV system used is European PAL/SECAM, thus NTSC (US standard) sets will not work.

## 5. FURTNITURE, OVERSIZED

“No restrictions identified.”

## 6. PETS/QUARANTINE

Vaccination papers as well as a valid health certificate issued by an authorized veterinarian should accompany the animals upon arrival in country. Pets arriving in country without proper documentation will be placed into quarantine (minimum one month) until the necessary registration is completed through the local veterinarian inspection authorities.

## 7. PRIVATELY OWNED FIREARMS (POF)

“Importation is PROHIBITED.”

### a. HAND GUNS

“Importation is PROHIBITED.”

### b. RIFLES/SHOT GUNS

“Importation is PROHIBITED.”

### c. TOY RELATED GUNS

“Importation is PROHIBITED.”

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

## 8. PRIVATELY OWNED VEHICLES (POVs)

### a. POVs (includes data on prohibited vehicles, colors, etc.)

“No restrictions identified.”

### b. MOTOR CYCLES/MOPEDS

Can be shipped as part of the HHE. Motorcycles with more than a 50 CC engine should be recorded on a separate packing list (inventory sheet) and include all details, i.e., vin number, engine size, year of vehicle, engine capacity, and color of vehicle.

### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified. Unleaded fuel is available at a limited number of gas stations within the capital only.

### d. INSURANCE AND SAFETY REQUIREMENTS

50000 in Third Party Liability (TPL) insurance is a must. Insurance can be obtained locally or purchased from outside. Policy must be presented to the registration authorities.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“Importation is PROHIBITED.”

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Special permit is required from the Fito inspection authority. The Embassy GSO office will assist with the process. Fee for permission is \$25.

## 11. TRANSMITTING EQUIPMENT

Armenia has different rules and regulations governing the use of the Frequency Spectrum within its borders. Embassy employees should also comply with these rules and regulations. Violations of rules and regulations governing the use of the Frequency Spectrum in Armenia can result in fines and confiscation of equipment. The frequency band equipment is authorized to operate if authorized by Radio Frequencies Control Committee (RFCC). The Spectrum Allocation Table in Armenia is very different from the US and may cause local interference with Armenian networks. All transmitting equipment entering Armenia should be registered and a special permission must be issued. The permission is issued by Radio Frequency Control Committee and should also be approved by the Ministry of Defense. Detailed characteristics of equipment as well as frequencies used should be provided. Fee is approximately USD 40. Takes three working days to obtain. Can be accomplished by the transportation agent.

### a. CBS

Allowed if registered as described above and the frequencies are available.

### b. AMATEUR/HAM RADIOS

Must be registered with the frequency control committee.

### c. MARS EQUIPMENT

Must be registered with the frequency control committee.

### d. DISH ANTENNAS

“No restrictions identified.”

### e. CORDLESS PHONES

Permission of the RFCC is required.

## 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Armenia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Armenia. When processing application and gbl, shipment must be consigned to member's residence



in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

### 13. OTHER

ITGBL Local Agents.ArmeniaPost: Yerevan Bureau: EURLocal Agents:2) Globalink38/28  
Mashtots AvenueYerevan, ArmeniaPOC: Rajiv NagriTel: 374-10-539197Email:  
r.nagri@globalinklogistics.com1) Gosselin Yerevan2/6 Gyulbekyan StreetYerevan,  
ArmeniaPOC:Vahram JotyanTel: 374-10-268678/ 374-91-402445Email:  
yerevan@gosselinarmenia.comTuesday,

## General Instructions: ARUBA (AW)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

As per JFTR/JTR.

#### b. CONTAINER/CRATING REQUIREMENTS

Max dimensions should not exceed in length 150 CM, in height 220 CM, and in width 220 CM.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

This destination is serviced mostly by commercial airplanes that have small cargo compartments. Therefore, please ensure that a single box in the shipment does not exceed 1.30 cubic meters.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

**a. ALCOHOLIC BEVERAGES**

No restrictions identified.

**b. CIGARETTES/TOBACCO PRODUCTS**

No restrictions identified.

**c. COSMETICS**

No restrictions identified.

**d. FOOD STUFFS AND MEATS**

No restrictions identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT**

No restrictions identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restrictions identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No restrictions identified.

**a. HAND GUNS**

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

#### c. TOY RELATED GUNS

No restrictions identified.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No restrictions identified.

### 8. PRIVATELY OWNED VEHICLES (POVs)

No restrictions identified.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) POV shipment is prohibited for Air Force personnel assigned to Aruba.

#### b. MOTOR CYCLES/MOPEDS

No restrictions identified.

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

No restrictions identified.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No restrictions identified.

#### a. CBS

No restrictions identified.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: ASHMORE AND CARTIER ISLANDS (XA)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.



d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: AUSTRALIA (AU)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVESEFF 1 OCT 2013, DOD AND USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HHG TDY WEIGHT ALLOWANCE USING DOS TRANSPORTATION SERVICES IAW DTR, PART IV, APPX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHPMNTS, DOD AND USCG PPPO PPSOS SHALL:-a. ENSURE MEMBER EMPLOYEES ARE COUNSELED WITHIN DPS IAW JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.-b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHPMNT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK DOS MANAGED SHIPMENT. NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDL INFO FIELD-c. SUBMIT DD FORM 1299, DD FORM 1797 AND MEMBER EMPLOYEES ORDERS VIA FAX EMAILED TO U.S. DEPARTMENT OF STATE TRNSPTN AND TVL MGMT DIV, PH: 1-800-424-2947 OR 202-663-0891 0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.-d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A CANCELLED STATUS. ANY ADDL SHPMNTS TO OTHER THAN THE DIPLOMATIC ASSIGNMENT, SUCH AS NTS AND OR SHPMNT TO A DESIGNATED LOCATION WILL BE PERFORMED UNDER THE DOD PERSONAL PROPERTY PROGRAM.A. CONSIGNMENT INSTRUCTIONS:-1. The 337th ASUF is responsible for all shipments to from Australia except those destined for Alice Springs. DOD personnel are generally assigned to locations in State territories listed below. Please review locations carefully and follow routing instructions in Paragraph B. below. (CH SDDC-PAC 22-JAN-2014 RB)-2. Standard rates are available for shipments moving to or from the Australian Capital Territory (ACT), New South Wales, and Alice Springs. All other areas will be handled under the OTO program. (CH 27-MAY-2016 SDDC-PAC RB)-3. The 337th Air Support Flight Canberra Australia (RAFK) will only handle shipments of DoD personnel NOT holding diplomatic status. (CH SDDC-PAC 17-Sep-2013 RB) Shipments to NZ should be routed IAW the instructions provided in subpara B.(5) routing instructions below. Please refer to General Instructions for NZ for country information and instructions.B. ROUTING INSTRUCTIONS:-1. Code 4, Code T, and Code 8 rates are available to locations in New South Wales, and Australian Capitol Territory. All other areas (except Alice Springs) fall into the OTO category. Codes 4, T and 8 rates are available for shipment to Alice Springs. Shipments may experience delays dependent upon availability of airlift into Australia. (CH 28-Dec-2017 USTCJ4-HB-PAC RB)-2. Shipments of HHG and UB for Retired, Separated, or Early Return of Dependents: Route HHG Code 4 only.Do NOT send these shipments Code T or by DPM surface. Route UB Code 8 only. Do NOT send shipments Code J.-3. ONE-TIME-ONLY RATE AREAS:All areas in Australia are OTO areas EXCEPT the Australian Capital Territory (ACT) (Rate Area AS11), NewSouth Wales (Rate area AS11), and Alice Springs (Rate area AS21). (CH 27-May-2016 SDDCPAC RB)-4. FOR ALICE SPRINGS: Recommend shipping baggage-type items via APO channels. Consign to unit of assignment and mark for the customer. Do not consign to TMO. If a UB shipment is necessary, Code 8 is the preferred method.-5. FOR NEW ZEALAND (NZ): The 337th Air Support Flight Canberra Australia (RAFK) will only handle shipments of DoD personnel NOT holding diplomatic status.(CH SDDC-PAC 17-Sep-2013) NZ is a One-Time-Only Code 4 and Code 8 rate area. Individuals must provide the correct location of their duty station to either the North or South Island. Wellington and Auckland are located on the North Island and Christchurch is in the South Island. Consign shipments to the customer, unit of assignment and indicate either North or South Island.

## a. WEIGHT RESTRICTIONS

1. FOR ALICE SPRINGS, and LEARMONTH, WESTERN AUSTRALIA: Furnished Government housing is available, including washer, dryer, and refrigerator. Accompanied or unaccompanied DoD personnel are authorized 25 percent of the full HHG JTR weight allowance or 2,500 pounds, whichever is greater, plus baggage allowance for member and dependents when member is on accompanied tour. (CH 03-Mar-2016 SDDC-PAC RB) (CH USTC Pacific J9, 01JUL24, TF)

2. U.S. Army Service Members: Australia, Alice Springs (Does not include Detachment 421/LGN personnel) and Learmonth.

a. Accompanied personnel: Authorized 25 percent of the full HHG weight allowance or 2,500 lbs., whichever is greater. Unaccompanied baggage is limited to 2,000 lbs. and is part of the administrative weight limitation that may be shipped by an authorized transportation method. Of this baggage, up to 1,000 lbs. may be transported by commercial air, if required.

b. Unaccompanied personnel: 25 percent of the full HHG weight allowance or 2,500 lbs., whichever is greater.

(1). Unaccompanied Baggage: • If assigned to furnished Government quarters, then unaccompanied baggage is limited to 10 percent of the full HHG weight allowance. • If assigned to unfurnished Government quarters, then unaccompanied baggage is limited to 2,000 lbs. Of this baggage, up to 1,000 lbs. may be transported by commercial air, if required. A copy of the advance written authorization from the new PDS housing officer must be provided to the Transportation Officer before transporting the unaccompanied baggage. • Note: If required to reside in Unaccompanied Personnel Housing (UPH), consider shipping less than the authorized weight allowance due to the small size of the rooms.

3. U.S. Army Civilian Employees (Accompanied or Unaccompanied):

a. Authorized 4,500 lbs. of HHG.

b. Unaccompanied Baggage: Civilian employees and each dependent age 12 or older are authorized 350 lbs. of unaccompanied baggage and each child under age 12 is authorized 175 lbs. The combined weight of unaccompanied baggage is limited to a total of 2,000 lbs. Of this baggage, up to 1,000 lbs. may be transported by commercial air, if required.

c. Note: If required to reside in Unaccompanied Personnel Housing or Family Housing, consider shipping less than the authorized weight allowance due to the small size of the rooms.

4. U.S. Navy (USN) Service Members: Unaccompanied U.S. Navy (USN) Service member assigned to a U.S. Marine Corps (USMC) command based on an agreement between HHG Naval Supply Systems Command (NAVSUP) and USMC Installations and Logistics (I&L).

a. Authorized 600 lbs. of unaccompanied baggage.

b. Note: No other HHG shipments are authorized based on the limited size of the bachelor officer quarters (BOQ) and bachelor enlisted quarters (BEQ) and lack of storage.

5. U.S. Marine Corps Service Members (Unaccompanied):

a. Authorized 600 lbs. of unaccompanied baggage.

b. Note: No other HHG shipments are authorized based on the limited size of the BOQ and BEQ and lack of storage. (CH USTC Pacific J9, 01JUL24, TF)

## b. CONTAINER/CRATING REQUIREMENTS

Crates must be stamped with a (ISPM15) stamp prior to arriving in Australia.

## c. HARD LIFT AREA

No Restrictions Identified.

## d. UNACCOMPANIED BAGGAGE

No Restrictions Identified.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

ALL PERSONNEL MUST COMPLETE a signed Australian Customs Service Form B534e PRIOR to PPTY being cleared for Australia (AUS) import.a. Items requiring inspection should be placed in the number 1 container. Inventory should be attached to the number 1 container for both HHG/UB. A signed Form B534e MUST be accompanied with a copy of the customer's passport (and dependent(s) passports if applicable), Orders, and shpmt inventory, and can be faxed or emailed to the destination PPSO. Please contact 337asuf.lgt@us.af.mil for the current version of Form B534e.b. No customs/quarantine clearance capabilities exist at Alice Springs. RAAF Richmond (APOD) clears Code T shpmts; all other shpmts clear at the WPOD or commercial APOD. RDDs should account for at least 4 weeks for clearance processing at ALL locations.c. CONTAINERS: MUST be in good condition and treatment method approved by the AUS Department of Agriculture, Fisheries, and Forestry (DAFF)-ISPM15 stamped. Containers MUST be clean and free from soil, dirt, or plant/animal contaminants. Boxes used to pack fruits, vegetables, meat, poultry, or poultry products are PROHIBITED. Violations will NOT clear AUS Customs.d. PACKING MATERIALS: ALL are acceptable as long as they are not contaminated with material that could be a quarantine risk.

e. QUARANTINE (QUAR): AUS prohibits the import of many plant or animal items. Damage/loss from QUAR treatment or seizure, may not be considered shipping damage/loss for claims purposes. MBRS will be liable for the cost of treatment/destruction of items warranting QUAR. Treatment/destruction fees are not reimbursable.Items subject to MANDATORY fumigation include: wood furniture containing any signs of pest infestations, items made of bamboo or cane (in whole or part); dunnage (unless re-exported); and wooden ware from Asia and Southeast Asia. Antique wooden furniture (over 100 years old listed on the inventory) is subject to fumigation whether signs of infestation exist or not. Items subject to MANDATORY heat treatment include: ANY item made of plant material whether living or dead, or plant material parts.Prohibited plant materials include: plants, vegetables, ALL fruits (both canned or dried); currants, grains, cereals, nuts, peas, coffee beans; peanuts; and dried beans); seeds (including popcorn, and herbs or spices with seeds); unpolished rice, garlic, yeast. Subject to QUAR: balsa wood, bamboo, bay leaves, bird seed, brooms, camel seats and saddles, cane, wooden clothes hangers, clothes pins from Asian sources, flour, jute, wooden mallets, mats (straw, grass, sea grass, coir, coconut, fiber), rattan furniture, wooden sports equipment from Asia (includes India, Pakistan, Sri Lanka); rifle and gun stocks from Asia, raw cotton rugs, science sets containing insects or plants.Animal Parts are subject to QUAR control. Bird nests and previously used egg crates are PROHIBITED. Others requiring inspection/treatment include: honey and other bee products, dog chews made from hides or skins, native artifacts, and enzymes. No poultry or meat products (except some canned meats - check with your sponsor) will be allowed into AUS. ALL pig meat (even canned) is PROHIBITED. AQIS will confiscate and destroy these items.f. CLEANING REQUIREMENTS:Outside recreational equipment and gardening tools MUST be free of dirt, soil, and grass clippings. They should be packed in the number 1 container for inspection. If items aren't clean, removal for cleaning is at MBR's expense. Furniture should be free of food particles and soil. Remove vacuum cleaner's bag prior to shipment.g. Items associated with farming or farm animals are prohibited. Examples are saddles, bridles, reins, etc. If shipped into AUS, they will be subjected to QUAR treatment. h. RECOMMEND NOT TO SHIP FOOD TO AUS. MBRs are resp to place food, plant, or animal material into the number one container for inspection. Failure will cause a delay in QUAR clearance and delivery.

### 3. CONSUMABLES

#### a. ALCOHOLIC BEVERAGES

**AIR/SEA CARGO** Imported alcohol and/or tobacco products with a value at or below \$1,000AUD that arrive by air or sea cargo will require a self-assessed clearance (SAC) declaration to be lodged. Duty and Goods and Services Tax (GST) are payable on these goods. For more information, see the fact sheet "Self-assessed Clearance (SAC) Declarations" on the Customs and Border Protection website at: [http://www.border.gov.au\(CH 03-Mar-2016 SDDC-PAC RB\)IMPORTED GOODS WITH A VALUE ABOVE \\$1,000 \(AUD\)AIR/SEA CARGO OR POST](http://www.border.gov.au(CH 03-Mar-2016 SDDC-PAC RB)IMPORTED GOODS WITH A VALUE ABOVE $1,000 (AUD)AIR/SEA CARGO OR POST) If imported alcohol and/or tobacco products in a consignment valued above \$1,000AUD arrive by air or sea cargo or by post, in most cases, you will be required to make an import declaration. For more information see the fact sheet "Import Declarations" on the Customs and Border Protection website at: <http://www.border.gov.auPERSONAL BELONGINGS> If your imported personal belongings (known as unaccompanied personal effects) include wine, beer, spirits or other alcoholic beverages, Duty, GST and/or Wine Equalisation Tax (WET) is payable on those goods. For more information see the fact sheet "Sending Your Personal Belongings to Australia as Cargo or byInternational Mail" on the Customs and Border Protection website at: [http://www.border.gov.au\(CH SDDC-PAC 03-Mar-2016 RAB\)](http://www.border.gov.au(CH SDDC-PAC 03-Mar-2016 RAB))

#### b. CIGARETTES/TOBACCO PRODUCTS

**AIR/SEA CARGO** Imported alcohol and/or tobacco products with a value at or below \$1,000AUD that arrive by air or sea cargo will require a self-assessed clearance (SAC) declaration to be lodged. Duty and Goods and Services Tax (GST) are payable on these goods. For more information, see the fact sheet "Self-assessed Clearance (SAC) Declarations" on the Customs and Border Protection website at: [http://www.border.gov.auIMPORTED GOODS WITH A VALUE ABOVE \\$1,000 \(AUD\) AIR/SEA CARGO OR POST](http://www.border.gov.auIMPORTED GOODS WITH A VALUE ABOVE $1,000 (AUD) AIR/SEA CARGO OR POST) If imported alcohol and/or tobacco products in a consignment valued above \$1,000AUD arrive by air or sea cargo or by post, in most cases, you will be required to make an import declaration. For more information see the fact sheet "Import Declarations" on the Customs and Border Protection website at: <http://www.border.gov.auPERSONAL BELONGINGS> If your imported personal belongings (known as unaccompanied personal effects) include cigarettes, cigars and other tobacco products, Duty, GST and/or Wine Equalisation Tax (WET) is payable on those goods. For more information see the fact sheet "Sending Your Personal Belongings to Australia as Cargo or byInternational Mail" on the Customs and Border Protection website at: [http://www.border.gov.au\(CH SDDC-PAC 03-Mar-2016 RB\)](http://www.border.gov.au(CH SDDC-PAC 03-Mar-2016 RB))

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

Pay close attention to the customs restrictions in paragraph 2 above.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Allowed for personal use. Ingredients must be listed on the AUS Customs Form B534e.(CH 03-Mar-2016 SDDC-PAC RB)

### 4. ELECTRICAL EQUIPMENT

UNMANNED AERIAL VEHICLES (DRONES): While the importation of Unmanned Aerial Vehicles (drones) is not restricted from being imported into Australia, it is up to each customer to research the requirements to legally operate a drone within Australia as State and Territory requirements may differ. (CH 16-AUG-2016 SDDC-PAC RB)

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

Most American TVs broadcast in the format approved by the National Television Standards Committee (NTSC). Australian televisions operate on Phase Alternate Lines (PAL), which is the European standard for broadcasting. NTSC TVs will only operate in conjunction with NTSC VCRs and NTSC produced video cassettes. A NTSC TV cannot pick up the PAL signal without a converter box. It is available at considerable expense. Last priced at \$100-\$300 Australian Dollars.(ch)

#### c. OTHER (i.e. COMPATIBILITY, ETC)

Appliances such as a refrigerator, freezer or other refrigerant type appliance must NOT operate on the following refrigerant gases - R11, R12, R113, R114, R500 or R502. Items containing refrigerant with any of the above gases will be confiscated. Member will be instructed to convert appliance to an environmentally friendly refrigerant or pay for reshipment/destruction.

### 5. FURTNITURE, OVERSIZED

For Alice Springs and Learmonth Western Australia: Houses are small and all rooms are furnished. Check with sponsor. No storage is available in Australia for items of furniture too large to fit in housing.(CH 03-Mar-2016 SDDC-PAC RB)

### 6. PETS/QUARANTINE

Extended period of quarantine (6-9 months) is required for pets shipped to Australia. Shorter periods of quarantine may occur if requirements for pet import is initiated earlier. Member should contact the nearest Australian Consulate for details.

### 7. PRIVATELY OWNED FIREARMS (POF)

a. Due to stringent Australian gun laws and costs involved, members are strongly advised not to import a firearm. Members will be responsible to meet all requirements for possessing guns, to include, being an active member of an Australian gun club and firing the weapon at least once a month. The Government of Australia has prohibited entry of the following firearms: - self-loading (automatic or semi-automatic) rim fire rifles, - self-loading center fire rifles, - self-loading shotguns, - pump shotguns, - air-soft guns (CH 16-Nov-2020 TCJ9-OH-Pac RB) Unapproved weapons shipped to Australia will be required to be exported at the member's expense. For all other firearms, (any weapon capable of firing a projectile), approval must be obtained by the member through the destination TMO, Chief of Mission, and Australian Government before shipping firearms in HHG or UB. All firearms will be put in the number one container to facilitate clearance. b. Shipment of ammunition/explosives to all areas is prohibited.



**a. HAND GUNS**

See restrictions above.

**b. RIFLES/SHOT GUNS**

See restrictions above

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

Weapons including, but not limited to: firearms or parts (including air pistols and air rifles), ammunition, replica firearms, spring-bladed knives, daggers, knuckle dusters or martial arts equipment, and body armor are STRICTLY PROHIBITED in Australia. If a customer ships any of the above listed items in their HHG or UB, those items will be confiscated by the Australian Government and the customer will be responsible for paying any and all fees associated with the confiscation. BODY ARMOR is ONLY allowed to be imported into Australia if required to perform official duties while assigned in Australia, and MUST be cleared by the gaining Commander in Australia prior to departure from origin. (CH 21-AUG-2018 TCJ4-HB RB)

**8. PRIVATELY OWNED VEHICLES (POVs)**

(CH Entire Section 24-MAY-2019 TCJ4-HB RB)POVs imported into Australia (AU) must undergo a rigorous customs and quarantine process which can take up to 8-10 weeks. This process is NOT controlled by the DoD or the US Government. DoD Personnel should expect to be without their POV for a MINIMUM of 3 months after arrival into AU. Car-rental prices in AU vary, roughly \$25-30 AUD per day. This is an out-of-pocket expense for DoD Personnel, so shipping your POV as early as possible is recommended to avoid potential hardship. Personnel in Diplomatic status are STRICTLY PROHIBITED from importing POVs into AU. For more info, contact your State Department representative. US Forces under the Status of Forces Agreement (SOFA) are entitled to import ONE dutyfree POV/motorcycle. 1. As of 14-Oct-2021, the Director of the Legislation and Regulatory Policy Section for the Australian Department of Infrastructure has verified DoD personnel covered by the SOFA are NO LONGER required to obtain a Vehicle Import Approval (VIA) prior to importing a POV into Australia. (CH 15-Oct-2021 TCJ9-OH-PAC RB) 2. All POVs coming into AU are now required to have an Asbestos Declaration. The declaration must be submitted to the 337 ASUF/LGT or the Alice Springs TMO ---prior--- to POV being turned over to the VPC. Customers transporting their POV to AU will need to provide the below information along with the Asbestos Declaration: a. A formal letter from their POV manufacturer stating the POV was made with asbestos-free parts. If aftermarket parts have been installed in the POV (to include brakes), you will also need to obtain a letter from a mechanic certifying the aftermarket parts are asbestos-free.-OR b. If letter(s) cannot be obtained, you will be required to have your POV inspected for Asbestos and provide the inspection documentation with the declaration. Customers are only allowed to utilize approved testing facilities which can be found at [ilac.org/](http://ilac.org/) 3. POVs are still subject to be tested in AU at the discretion of the Australian Government. AU has a ZERO TOLERANCE policy for asbestos. If POVs are inspected and found to contain any amount of asbestos, customers are subject to a fine up to \$180,000AUD and POV will be declined entry into country. 4. Military customers who are assigned to AU are advised that they could incur

costs associated with required modifications and road worthiness prior to registering the POV. Modification requirements may cost more than \$1,000USD. Customers should ensure their POV has good tires as inadequate tire tread is a common trend among imports. Purchasing tires within AU can be a costly expense. Some POVs require a replacement/realignment of headlights and installation of amber turn signals. 5. Due to lengthy transit times and registration requirements, personnel assigned to AU for one-year tours should contact the destination transportation office for additional information. 6. Right hand drive (RHD) POVs from countries other than AU are NOT recommended. These POVs DO NOT meet AU Design requirements, ARE NOT fitted with an AU Compliance Plate, and ARE NOT authorized to convert to AU specifications. It is not recommended to import this type POV into AU as it must be exported, sold to a SOFA customer or destroyed at the completion of tour. A RHD POV cannot be imported to CONUS unless it is converted to meet U.S. safety and emission standards, which may cause major expenses to the owner.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(CONTINUED FROM PARAGRAPH ABOVE) 7. Importation of a second POV, such as a motorcycle or moped in a personal property shipment, is solely at customer expense. Customers need to work directly with AU authorities on potential costs, importation fees, etc. PPSOs in AU are not able to provide assistance with the importation of a second POV. 8. Advanced notification is URGENT and NECESSARY to ensure proper clearance and routing. The destination TMO requires the following POV information: Year, Make, Model, Color, Serial Number (VIN), State License Number, Purchase Price, Purchase Date, Name and Location of dealership or seller. 9. Inbound POVs destined to Northern Territory (including Alice Springs) and South AU must be routed to Port of Adelaide, South AU (VB1). POVs of Personnel assigned to units in Western AU, route to Port of Fremantle (VA2). POVs of Personnel assigned to units in New South Wales and the Australian Capital Territory, route to Port of Sydney (VC1). POVs of Personnel assigned to units in Queensland, route to Port of Brisbane (VC3). POVs of Personnel assigned to units in Victoria, route to Port of Melbourne (VB2). **CONSIGN ALL POVS TO THE FOLLOWING CONTRACTORS BASED ON THE FINAL DESTINATION:** a. Personnel assigned to Alice Springs, Northern Territory consign to: Joint Defense Facility Pine Gap P.O. Box 2477 Alice Springs, NT Australia 0871. Telephone: 011-61-8-8951-2047. Email advance documentation to: TMO@JDFPG.net.au (CH SDDC-PAC 10-APR-2014 RB) b. Personnel assigned to all other areas except Alice Springs, Northern Territory consign POV to: 337th Air Support Flight/LGT, U.S. Embassy Moonah Place Yarralumla, ACT 2600. Telephone: 011-61-2-6214-5879/5610. Email advance documentation to 337asuf.lgt@us.af.mil. 10. Trailers for jet skis, motorcycles, mopeds, etc. shipped in a PPTY shipment require an approval to import. The approval MUST be received prior to shipment. If approval is not received, shipment needs to be held in SIT at origin until approval is received. 11. POVs destined to AU and built prior to 1995 must NOT contain one of the following refrigerants for the air conditioning system: R11, R12, R113, R114, R500 and R502. POVs manufactured after 1996 should meet the requirements, however it is highly recommended to check your individual POV. If your POV contains any of the above refrigerant gases you MUST modify your air conditioning system to operate on a hydrochlorofluoro carbon based refrigerant. Failure to comply will result in AU Customs Service seizing your POV. Hand-carry all modification documentation. 12. Personnel assigned to the state of Victoria (Melbourne/Puckapunyal) and Queensland territory must ensure the POV has a current CONUS registration and license plate(s) with their POV. Personnel will continue to use their current CONUS registration and license plate for the duration of their tour. No AU registration or license plate will be issued from the AU government. For personnel arriving from locations other than CONUS that do not have a current



CONUS registration and license plate(s), the state of Victoria and Queensland will issue an Unregistered Permit. This will entitle you to operate your POV, however POV will not be issued AU license plate(s). It is highly recommended that you obtain a CONUS registration and license plate(s) prior to arriving in AU. Failure to obtain a CONUS registration/license plate(s) will cause unnecessary hardship with the registration process.

## b. MOTOR CYCLES/MOPEDS

See paragraph 8.a. SOFA members are authorized ONE duty-free vehicle and are required to obtain a Vehicle Import Approval (VIA) prior to importing the ONE duty-free vehicle. Please contact 337asuf.lgt@us.af.mil, or if assigned to Alice Springs, contact tmo@jdfpg.net to start the process. If your motorcycle or moped is your one duty-free POV, it may be included in your personal property shipment. The VIA process can take up to 1 month (or more). Motorcycles/Mopeds that are included in your personal property shipment will require a VIA in order to clear customs and quarantine. If you ship ONE duty-free POV, shipping a motorcycle or a moped in your personal property shipment is NOT authorized. Please ensure year, make, model and VIN is included on your inventory. (CH 12-Apr-2017 SDDC-PAC RB)As of 6-March-2017, all vehicles to include motorcycles/mopeds coming into Australia are now required to have an Asbestos Declaration. The declaration must be submitted to the 337 ASUF/LGT prior to vehicle being turned over to the VPC. Customers shipping their motorcycles/mopeds will need to provide the below information along with the Asbestos Declaration:A. A formal letter from vehicle manufacturer stating the vehicle was made with asbestos-free parts. If aftermarket parts have been installed in the vehicle (to include brakes), an additional letter will also need to be obtained from the mechanic certifying the aftermarket parts are asbestos free. - OR-B. If letter(s) cannot be obtained, customers will be required to have the vehicle inspected for Asbestos and provide the inspection documentation with the declaration. Customers are only allowed to utilize approved testing facilities which can be found at ilac.orgAll vehicles to include motorcycles/mopeds are still subject to be tested in Australia at the discretion of the Australian Government. Australia has a ZERO TOLERANCE policy for asbestos. If vehicles are inspected and found to contain any amount of asbestos, customers are subject to a fine up to \$180,000AUD and the vehicle will be declined entry into Australia.(CH 12-Apr-2017 SDDC-PAC RB)

## c. GASOLINE/CATALYTIC CONVERTERS

Vehicles being imported into Australia are exempt from the removal of catalytic converters.

## d. INSURANCE AND SAFETY REQUIREMENTS

(1) There are no restrictions on importing a left hand drive vehicle. Vehicles manufactured outside Australia and registered to a SOFA status member is not required to be converted to right hand drive. Sale of a SOFA vehicle that has been imported into Australia can be sold to another SOFA member who has not already imported a POV under the SOFA. Members must plan to export the vehicle they import, sell to another SOFA member, or have the POV destroyed upon their departure.(CH 16-Nov-2020 TCJ9-OH-Pac RB) (2) Vehicles must be in good condition prior to shipment. (3) Alterations to the normal specifications of vehicle are not recommended and must be brought to the attention of the destination TMO prior to shipment. Certain alterations (changes to the chassis, oversize tires, small steering wheels etc.) will prevent registration for normal road use.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Prohibited.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Pay close attention to the customs restrictions in paragraph 2 above.

## 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

### a. CBS

An individual importing CB or Ham radio equipment must obtain an operator's license from local Australian authorities. Individuals presenting a current US operator's license and registering with the local communication agency can obtain a license. If the member does not have a current US license, one will not be issued. Equipment must be tested prior to operation to ensure it complies with Australian standards. There are 35 worldwide manufacturers of this equipment which have been tested and approved for operation in Australia. If the equipment being imported is not listed as approved, it must be released to the local communication agency for testing. If modification is required, parts and cost of labor will be the member's responsibility. Parts and labor are expensive.

### b. AMATEUR/HAM RADIOS

An individual importing CB or Ham radio equipment must obtain an operator's license from local Australian authorities. Individuals presenting a current US operator's license and registering with the local communication agency can obtain a license. If the member does not have a current US license, one will not be issued. Equipment must be tested prior to operation to ensure it complies with Australian standards. There are 35 worldwide manufacturers of this equipment which have been tested and approved for operation in Australia. If the equipment being imported is not listed as approved, it must be released to the local communication agency for testing. If modification is required, parts and cost of labor will be the member's responsibility. Parts and labor are expensive.

### c. MARS EQUIPMENT

MARS frequencies are not approved for operation in Australia.

### d. DISH ANTENNAS

Satellite dishes are authorized, however, they may not be compatible with Australian systems. Members import satellite dishes at their own risk.

### e. CORDLESS PHONES

Cordless phones may be imported, but may not operate properly in Australia.

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

a. DD Form 1299 must identify point of contact, address, and phone number within Australia. b. Retired/separated members should be advised a contact point in Australia is critical. Customs/quarantine clearance of their goods cannot be accomplished without the necessary documentations, Australian Customs Form B-534e and all pages of their passport.

Member should also be advised the PPGBL will not cover the cost of Australian customs/quarantine clearance and all costs will be borne by the member. The member must make arrangements through their agent or customs broker for the clearance of all personal property shipments. Retired or separated personnel, who wish to ship a POV into Australia, should contact the nearest Australian Consulate for the Australian federal and state requirements for importing a foreign vehicle. All costs for Australian customs/quarantine clearance and required modification of POV are the member's responsibility. The Australian Customs Form B-534e is available at <http://www.border.gov.au>. (CH 03-Mar-2016 SDDC-PAC RB)

c. Shipments of HHG for Early Return of Dependents (ERD): ERD shipments are not covered under the Status of Forces Agreement(SOFA). Dependents on ERD orders are not entitled to duty free entry of their personal property (HHG or POV). Completion of the Australian Customs Form B-534e is required, along with a copy of all pages of their passport. The dependent acting as the receiving agent will be required to make arrangements to clear the shipment through customs and pay any duty. Customs/quarantine clearance of dependents personal property cannot be accomplished without the Australian Customs Form B-534e and photo copies of all pages of their passport. The Australian Customs Form B-534e is available at <http://www.border.gov.au>. Contact the nearest Australian Consulate for Australian federal and state requirements for importation requirements. All costs for Australian custom/quarantine clearance and required modifications are the members responsibility.

### 13. OTHER

a. HHG and POV entitlements for personnel in diplomatic status differ from those under the SOFA. Personnel in diplomatic status should contact the destination at [GSO\\_Canberra@state.gov](mailto:GSO_Canberra@state.gov). Personnel in SOFA status should contact TMO at [337asuf.lgt@us.af.mil](mailto:337asuf.lgt@us.af.mil) for further information prior to shipment. (CH SDDC-PAC 10-Apr-2014 RB)

b. Boats: Members must be briefed on the excess costs for shipping boats or canoes that are 14 feet or longer.

c. Members are encouraged to read the General Instructions for Australia from the PPCIG and obtain a copy of the welcome package from their respective gaining unit/PEP administrator. Any questions regarding shipment of HHG or POV to Australia should be directed to the destination TMO prior to shipment via email at: [337.asuf.lgt@us.af.mil](mailto:337.asuf.lgt@us.af.mil) for SOFA personnel. Personnel in diplomatic status should contact [GSO\\_Canberra@state.gov](mailto:GSO_Canberra@state.gov). (CH SDDC-PAC 14-Apr-2014 RB)

d. YEARLY RAAF RICHMOND CLOSURE The 735th Air Mobility Squadron Detachment 1, will be unable to support any DoD military or contracted aircraft arriving or departing the Richmond Royal Australian Air Force (RAAF) Base, Australia, during the week of the Christmas (December 25) Holiday and the week of the New Year's (January 1) Holiday. Alice Springs has a stand-down of inbound flights from mid-December through mid-January every year. Therefore, refrain from shipping personal property shipments (Codes T, J, and DPM-air) to/from the Richmond RAAF Base during this period. Detachment 1 is still able to support trucks delivering personal property shipments to/from the Richmond RAAF Base, but on a very limited basis due to reduced manning. (CH 16-Nov-2020 TCJ9-OH-Pac RB)

e. MAILING SYSTEMS DPO MAILING SYSTEM Most U.S. Postal services in Australia have transitioned from APO to DPO services. The main impact this switch has on inbound personnel is that HHG and HHE are no longer authorized for mailing to DPO addresses. Please be advised that any HHG or HHE items mailed to a DPO address will be rejected and may be returned to the sender. The only locations authorized to mail HHG and HHE are Sydney AMT (assigned under Det 4 or 735 AMS) and Alice Springs, as these posts remain under the APO system. Only inbound personnel assigned to Det 4, 735 AMS and Alice Springs are authorized to ship HHG or HHE through the APO system. APO MAILING SYSTEM (Sydney AMT-Det 4 or 735 AMS and Alice Springs) The size of the APO office is very small and not able to accommodate long-term storage of inbound personal property. With this being said, we request that you limit the number of boxes mailed to the items in which you will

ACTUALLY NEED upon arrival into Australia. We also request that boxes are not shipped until you are within 30 days of arrival. If you need to ship items earlier, coordinate with your sponsor to have the items mailed to the sponsor's APO address (your sponsor will have to store the items until your arrival). Lastly, you may be able to claim the basic postage (not insurance, premium shipping or packing costs) on any boxes you mail. The TMO section will provide further information on submitting these claims. (CH SDDCPAC 17-Sep-2013 RAB)f. ID CARDS. The 337th Air Support Flight has a DEERS machine to issue ID cards. Unless you and/or your dependents' ID cards will be expiring prior to your arrival, we will be able to assist you with all DEERS- and ID card-related activities. (CH SDDC-PAC 17-Sep-2013 RB)

## General Instructions: AUSTRIA (AT)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: GBLOC VHDK, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" statusGSO Contact Information:ViennaAna G. Turner TurnerA@state.govTel: +43 1 31339 2301FSN contact InformationMirjana Djurdjevic DjurdjevicM@state.govTel: 43 1 31339-2308Group Emailviennasocustomsandshipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." ARMY PERSONNEL: (a) Accompanied & Unaccompanied tour: 25 percent of full JFTR weight allowance or 2,500 pounds, whichever is greater. (b) UB shipments via expedited mode (commercial air), maximum of 1,000 net pounds including PBP&E is authorized (see JFTR U5320B). (c) The administrative weight restriction does not apply to the Defense Attaché Officer (DAO). The DAO is authorized to ship full JFTR weight allowance. (see JFTR U5315C.1.c.)DOS arranged shipments: Contact DOS

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Customs clearance will be made to the Austrian Foreign Ministry upon arrival in Vienna. A copy of the PPGBL is required prior to receipt of shipment in order to initiate customs clearance.

## 3. CONSUMABLES

“No restrictions identified.”

### a. ALCOHOLIC BEVERAGES

Only personnel on Austria's accredited diplomatic list may import alcoholic beverages into Austria. Having a diplomatic passport does not authorize importation. There is no limitation; however, they must be listed separately on the inventory list. The Embassy will prepare a diplomatic note to the Ministry of Finance requesting duty-free importation and a statement these alcoholic beverages are solely intended for the use and consumption and/or for representational purposes.

### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

### c. COSMETICS

“No restrictions identified.”

### d. FOOD STUFFS AND MEATS

Import permit needs to be obtained prior to importation into Austria. Meat and meat products (frozen, fresh or cooled) might be subject to occasional quarantine and require certificates issued by an officially approved veterinarian and an official inspection certificate.

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Importation of medication/pharmaceuticals requires the approval from GOA prior to the importation and a statement from the Embassy's Ph.D.

## 4. ELECTRICAL EQUIPMENT

“No restrictions identified.”

### a. HOME COMPUTERS

“No restrictions identified.” Item must be listed on the personal property inventory.

### b. TVs/VCRs

“No restrictions identified.”

### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

## 5. FURTNITURE, OVERSIZED

"No restrictions identified."

## 6. PETS/QUARANTINE

a. The Austrian veterinary has strict rules governing the entry of pets into Austria. All animals must comply with the Austrian veterinarian regulations. All documents must be in English or German. b. Cats and Dogs: A veterinarian's certificate must be furnished with a statement there has been no rabies among domestic or wild animals in the original municipality of the animals or in the neighboring municipalities within the last 14 days before shipment. Inoculation against rabies must have taken place at least 30 days before and no longer than 1 year before entry. It is suggested an "International Certificate of Health and Vaccination for Cats and Dogs" be obtained. Members should check with the Embassy General Services Office in Vienna prior to departure for Austria with any kind of animal.

## 7. PRIVATELY OWNED FIREARMS (POF)

Only the following firearms may be brought into Austria without a US export license and/or specific uthorization from the Chief of Misson (the Ambassador).

### a. HAND GUNS

"Importation is PROHIBITED."

### b. RIFLES/SHOT GUNS

1 Rifle and 1 Shotgun

### c. TOY RELATED GUNS

"No restrictions identified."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Special license required; please contact Embassy's Regional Security Office (RSO) prior to shipment.

## 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

### a. POVs (includes data on prohibited vehicles, colors, etc.)

The following changes may be necessary (in accordance with the applicable Austrian Motor Vehicle Law) if the POV should be registered in Austria. (1) Low beam headlights may have to be replaced (not all US models are equipped with low beam headlights that meet Austrian safety standards). (2) All turn signals must be orange. (3) The illuminating lights for the rear license plates may have to be relocated (in order to fit the larger Austrian license plates, the distance between the illuminating lights must be wider). (4) If your POV is considered a station

wagon (hatchback models are considered as station wagons in Austria) you are required to have side mirrors on both sides of the car.(5) All cars are required to have a headlight flashing capability, which enables you to give warning by flashing the headlights.(6) A "Data Sheet", i.e., a statement regarding the technical specifications of the vehicle from the manufacturer's Austrian Representative, might be necessary. This statement, however, is only required if the model is not being sold or is otherwise unknown on the local market. The prices for subject statements range between US \$200.00 to US \$1,000.00. (7) You can expect to pay \$200.00 to \$800.00 depending on the type, model and age of your motor vehicle to bring it into conformity. This figure does not include any possible repairs which may become necessary in the course of the safety inspection. The above listed modifications can usually be done by local repair shops or by the local dealer or representative handling your type of vehicle. We strongly recommend you get an estimate for the modifications costs prior to authorizing the work.(8) Motor vehicles that are less than a year old upon importation must be equipped with turn signals on the front fenders and rear fog lights.

#### b. MOTOR CYCLES/MOPEDS

Motorcycles and mopeds are considered motor vehicles in Austria. They may be shipped in personal property shipments but must be declared and cleared through Austrian Customs separately. There is no restriction on the number of vehicles a diplomatically accredited individual can import.

#### c. GASOLINE/CATALYTIC CONVERTERS

Most importantly, your car must meet the Austrian Safety and Emission Regulations. The "catalytic converter" requirements which is mandatory in the US became mandatory in Austria in 1986. A statement about subject conformity can usually be obtained through the local vehicle representative in Vienna.

#### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

#### a. CBS

"No restrictions identified."

#### b. AMATEUR/HAM RADIOS



Importation into Austria and use of subject equipment is subject to an import permit from the Austrian Postal Authorities. Please check with the Embassy General Services Office in Vienna prior to importation into Austria.

#### c. MARS EQUIPMENT

"No restrictions identified."

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Austria should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Austria. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

### 13. OTHER

FSN: Christian Thaler thalercx@state.gov DOS Arranged ITBL Local Agents:Post: Vienna Bureau: EURLocal Agents:Sobolak InternationalMoving. RelocationsStockerauer Strasse 1612100 LeobendorfAustriaPOC: Reinhold KarpisekTel: 43 3362 691 19Email: reinhold.karpisek@sobolak.com\*\* bonded facility \*\*International RemovalsSchemmerlstrasse 721110 ViennaAustriaPOC Mr. Boris CeselkovskiTel: +43 1 769 93 63Email: ceselkovski@zdenkodworak.atLang Worldwide Moving(Post shipping contractor)Obachgasse 41220 ViennaPhone: +43 (0) 1 512 52 01 1 POC: Mr.Manfred MEIERm.meier@lang-moving.atSanta Fe Relocation Services(Post shipping contractor)Concorde Business Park 1/A2/14B, 2320SchwechatPhone: +43 (0)1 865 47 06Fax: +43 (0)1 865 47 08Monika.Blahova@santaferelo.comE. FallInternational MoversHans Fronius Str. 13A-2380 PerchtoldsdorfAustriaPOC: Andrej TomicicTel: 43 1 865-9533Email: Andrej.Tomicic@e-fall.com

## General Instructions: AZERBAIJAN (AZ)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact GBLOC: (WKAS, EURO Theater CPPSO, Germany.)DOS arranged moves: SCDK, USDAO, Azerbaijan.Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact information:BakuNaomi Anisman AnismanN@state.gov(994 12) 488 3300 (x 3817)FSN Contact Information:Abbas Gadimov GadimovAT@state.gov(994 12) 488 3300 (x 3442)Group Emailbakushippingandcustoms@state.gov-----

-----Note:You can import your vehicle to Azerbaijan if it meets these requirements:Left-hand drive, have ABS and at least 1 airbag. Vehicles older than 10 years are prohibited for importEURO 4 ecological standards compliant If your car was manufactured in USA, Japan, South Korea, EU after 2013, it is EURO 4 compliant.If its is manufactured elsewhere, reach out to the Shipping team and we will check.Please note that "manufacture year" may be different from "model year".The year of manufacture is on the driver door label or you can decode VIN here <http://www.vin-decoder.net/>

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments:"In accordance with the Joint Travel Regulations." DOS arranged moves: Contact DOS

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged moves: Contact DOS

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

DOD / DOS arranged shipments:

a. HHG and POV shipments: It is highly recommended to schedule HHG and POV shipments arrival after service members/civilians accreditation with the local Ministry of Foreign Affairs is completed. Service member/civilian must visit HR Assistant at the earliest possible day, to start accreditation formalities. Normally it takes two-three weeks to receive Diplomatic Card issued by the Ministry of Foreign Affairs of Azerbaijan. A copy of the card is strictly required by the local customs for HHG and POV shipments clearance. Shipper is requested to provide copies of the following shipping documents to General Services Office (GSO) Customs and Shipping Section at American Embassy Baku (Fax: 9 9412 498-27-80):

1. U.S. Government Bill Of Lading - Privately Owned Personal Property
2. DD FORM 12993. Travel Orders
4. Passport
5. Inventory/Packing list of HHG
6. Certificate of Title of Origin or Vehicle Registration Certificate from the previous post
7. Invoice/Proforma Invoice (or value certificate) of HHG and POV

The customs clearance procedure of HHG and POV shipments takes 48-72 hours after arrival in Baku. POV registration with the local traffic police and diplomatic license plates takes two-three weeks.

b. UB shipments: It is recommended to schedule the UB shipment arrival close to service member's/civilian's arrival date. Shipper is requested to provide copies of the following shipping documents to General Services Office (GSO) Customs and Shipping Section at American Embassy Baku (Fax: 9 9412 498-27-80):

1. U.S. Government Bill Of Lading - Privately Owned Property
2. DD FORM 12993. Travel Orders
4. Passport
5. Inventory/Packing list
6. Invoice/Proformance Invoice (or value certificate) of UB.

The customs clearance procedure of UB shipments takes 48-72 hours after arrival in Baku. Please forward UB shipments to Baku Heydar Aliyev International Airport (airport code - GYD). If UB shipment for Baku is routed through Europe please instruct the freight forwarder do not utilize Coyne Airways flight (number 7C 500) from Oostend, Belgium to Baku, Azerbaijan. This flight lands in Tbilisi, Georgia and after reloading cargo arrives in Baku by truck. It always delays with customs clearance and sometimes shipment gets damaged during reloading in Tbilisi. The most direct routs and reliable airlines for UB shipments:

1. Via Frankfurt in connection with Lufthansa flight LH612 from Frankfurt to Baku
2. Via Luxemburg in connection with Cargolux flight CV 7982 / 84 / 86 from Luxemburg to Baku
3. Via Vienna in connection with Austrian Airlines flight OS 881 from Vienna to Baku
4. Via Prague in connection with Czech Airlines flight OK 936 from Prague to Baku.

Shipping/Marking instructions for HHG, UB and POV.

1. UB Shipping instructions

Forward all UB shipments to the following address: U.S. Embassy Baku

83 Azadlig Ave. Baku, Azerbaijan

Attn: GSO Shipping (member's name)

Tel: 99412 498-03-35/36/37

The description of goods column of the AWB should display: Unaccompanied air baggage

Diplomatic Cargo

Marking instructions

Mark the UB shipment as follows: U.S. Embassy Baku

83 Azadlig Ave. Baku, Azerbaijan

Attn: (member's name)

2. HHG and POV Shipping instructions

Forward HHG and POV shipments to the following address:

U.S. Embassy Baku

83 Azadlig Ave. Baku, Azerbaijan

Attn: GSO Shipping (member's name)

Tel: 99412 498-03-35/36/37

The description of goods column of Bill of Lading should display: Diplomatic cargo - used household goods, number of pieces, weight

Diplomatic cargo - POV (indicate type of vehicle and VIN number)

Marking instructions

Mark the HHE and POV shipment as follows: U.S. Embassy Baku

83 Azadlig Ave. Baku, Azerbaijan

Attn: (member's name)

### 3. CONSUMABLES

DOD and DOSJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Baku, Azerbaijan as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified.

#### c. COSMETICS

"No restrictions identified.

#### d. FOOD STUFFS AND MEATS

"No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Importation is PROHIBITED."Medicines/medical supplies should be sent through the diplomatic pouch.

### 4. ELECTRICAL EQUIPMENT

"Importation is PROHIBITED. "any type of drones.

#### a. HOME COMPUTERS

"No restrictions identified. Primary power in Azerbaijan is 220 V/50 HZ.

#### b. TVs/VCRs

"No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified.

### 5. FURTNITURE, OVERSIZED

Import of medicines /medical supplies into Azerbaijan requires obtaining a license and certificate, or special approval from the local Ministry of Health, which is difficult. Medicines/medical supplies should be sent through the diplomatic pouch.

## 6. PETS/QUARANTINE

There are no restrictions on importation of pets. However, to avoid administrative delays, pets should accompany owners when possible. Owner should have an International Health Certificate and a Certificate of Vaccination. The health certificate must certify that pet has been examined by a competent vet authority and determined to be in a good health, certificate is valid for the period of the pet's travel. Rabies vaccination must have been given to the pet at least 30 days before departure.

## 7. PRIVATELY OWNED FIREARMS (POF)

“Importation is PROHIBITED.”

### a. HAND GUNS

“Importation is PROHIBITED.”

### b. RIFLES/SHOT GUNS

“Importation is PROHIBITED.”

### c. TOY RELATED GUNS

“Importation is PROHIBITED.”

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

## 8. PRIVATELY OWNED VEHICLES (POVs)

You can import your vehicle to Azerbaijan if it meets these requirements: Imported vehicles must be in compliance with Euro-4 ecological standards and must be left-hand drive, have ABS and at least 1 airbag. Vehicles older than 10 years are prohibited for import. Please note that “manufacture year” may be different from “model year”. The year of manufacture is on the driver door label or you can decode VIN here <http://www.vin-decoder.net/>

### a. POVs (includes data on prohibited vehicles, colors, etc.)

Please provide the following documents to [BakuShippingAndCustoms@state.gov](mailto:BakuShippingAndCustoms@state.gov): 1) Bill of Lading or CMR 2) Proforma Invoice 3) Packing list 4) Copy of the Certificate of Title or vehicle registration certificate for any kind of vehicles (POV, OFV, FAV). 5) Certificate of origin Shipping documents must indicate VIN, model, make, production year, engine displacement.

Please do not ship without Post approval.

**b. MOTOR CYCLES/MOPEDS**

Can be shipped only if the model and VIN number is clearly indicated on the shipping documents. Motorcycles are classified as transport facility and require documentation and registration equal to the vehicle.

**c. GASOLINE/CATALYTIC CONVERTERS**

Lead-free gasoline is available. Removal of the catalytic converter is not necessary.

**d. INSURANCE AND SAFETY REQUIREMENTS**

All vehicles operated in Azerbaijan must have at least third party liability insurance (available locally). The cost of this insurance is AZM50,000.00 (\$11.00).

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"Importation is PROHIBITED."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"Importation is PROHIBITED."

**11. TRANSMITTING EQUIPMENT**

"Importation is PROHIBITED."

**a. CBS**

"Importation is PROHIBITED."

**b. AMATEUR/HAM RADIOS**

"Importation is PROHIBITED."

**c. MARS EQUIPMENT**

"Importation is PROHIBITED."

**d. DISH ANTENNAS**

"Importation is PROHIBITED."

**e. CORDLESS PHONES**

Special permission required.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Azerbaijan should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Azerbaijan. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

### 13. OTHER

DOS arranged moves:ITGBL Local agents:AzerbaijanPost: Baku Bureau: EURLocal Agents:2) Interdean International Relocation125 Heydar Aliyev Av.Qafqaz Business Center,AZ1029 Baku, AzerbaijanTel: +994 50 210 7384POC: Mr. Vagif Samosud, e-mail:e-mail: vagif.samosud@interdean.com3)Ace Forwarding CaspianPOC: John QuinnAddress: Salyan Highway 14km, Green CityComplex 2nd Floor, AZ1023 Baku, AzerbaijanPhone: (994 50) 221 7306Email: john@acecaspian.com4) Globalink Logistics DWC LLC 25-A TeymurAliyev Street, English Yard BusinessCenter, Banku,Azerbaijan Tel: +99412 447 3111, fax +994 12 447 30 16 POC: MirJunaid Ahmed, Branch Manager email:j.ahmed@globalinkllc.com1) Gosselin Mobility Baku LLCDalga Plaza BC, Neftchilar ave 24, floor 4.Tel office: +994 12 505 68 64Mobile: +994 50 799 02 36POCs: Sabina Jafarova, Branch Managere-mail: s.jafarova@gosselin-moving.comJohn Braeckveldt, Gosselin Mobility Georgia LLCRegional Managere-mail: j.braeckveldt@gosselin-moving.com

## General Instructions: BAHAMAS, THE (BS)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

As per JTR/JFTR.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identify.

#### c. HARD LIFT AREA

No restrictions identify.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identify.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

- a. Customs clearance is performed by Embassy and/or carrier's local agent. Documents required include an inventory with value by general classification of goods, i.e., electronic goods 5000.00 dollars, clothing 3000.00 dollars, toys 500.00 dollars, etc.
- b. Parcel post shipments are restricted to 12"x12"x24" and 25 lbs. Use following format member's name, US Embassy - Nassau, PO Box 9009, Miami, FL 33159.

### 3. CONSUMABLES



No Restrictions Identified.

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

a. FOR AMERICAN EMBASSY NASSAU: Housing generally lacks storage space and is commonly furnished by the landlord, restricting space for personal furniture/furnishings. Members of the Marine Security Guard(MSG) Detachment at the US Embassy are provided fully-furnished accommodations. Contact the Detachment Commander at GSO/Customs and Shipping, US Embassy Nassau, PO Box 9009, Miami, FL 33159, commercial (242) 322-1181, fax (242) 328-7838 for more

information. All members should contact their parent office in Nassau well in advance of arrival for additional instructions/details. b. b. FOR NUWC DET AUTEC ANDROS ISLAND: Detachment housing is extremely limited and when available consists of Multiple Bedroom Units (MBU), Single Bedroom Units (SBU) Suites, and Concrete Block Housing (CBH). Personnel must confirm availability of housing prior to arrival. Each unit comes equipped with washer, dryer, refrigerator, stove, dishwasher, and central air conditioning except CBH's. Adequate furniture is provided including, in most cases, queen size beds are provided in all rooms.

## 6. PETS/QUARANTINE

a. FOR AMERICAN EMBASSY NASSAU: Importation of pets requires special permit. Contact GSO/Customs and Shipping, US Embassy, Nassau, PO Box 9009, Miami, FL 33159 by fax/email for instructions no less than 45 days prior to estimated time of arrival(ETA) in Nassau.b. . FOR NAVUNSEAWARCEN DET AUTEC ANDROS ISLAND: No quarantine exists for Andros Island. Please contact you sponsor or below listed POC for further information.

## 7. PRIVATELY OWNED FIREARMS (POF)

Do not attempt to import weapons of any nature without the prior written authorization of the Ambassador/Chief of Mission and the Regional Security Officer. Mandatory requirements apply. For details/information/instructions contact the Regional Security Officer at GSO/Customs and Shipping, US Embassy Nassau, PO Box 9009, Miami, FL 33159, or phone (242) 322-1181/fax (242) 328-7838 no less than 90 days prior to ETA Nassau. Severe penalties for failure to comply with instructions.

### a. HAND GUNS

No Restrictions Identified.

### b. RIFLES/SHOT GUNS

No Restrictions Identified.

### c. TOY RELATED GUNS

No Restrictions Identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No Restrictions Identified.

## 8. PRIVATELY OWNED VEHICLES (POVs)

No Restrictions Identified.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) For customs clearance and registration of the POV, the original title or bill of sale must be presented. POV's should be shipped and consigned as follows: American Ambassador; American Embassy; Queen Street; Nassau, Bahamas; FOR: (Member's Name and Agency or Office); Telephone: 1-242-322-1181; FAX: 1-242-328-7838. Prior to shipping, contact either Cleveland

Goddard/Shipping Assistant at or. Upon arrival, the shipping company can contact the Embassy shipping office at 322-1181 EXT 286 or 279. (2) Name of owner, VIN or engine number, engine size, year, color, make, and model must be described on the original bill of lading. (3) Driving in Nassau and Andros Island is on the left side of the road like England. However, 95 percent of vehicles are US specification where the driver sits on the left of the car. (4) Modification of headlights are required to pass inspection. (5) FOR AMERICAN EMBASSY NASSAU: Spare parts for POVs are expensive, and auto service is generally of a lower quality yet higher cost than found in CONUS. It is recommended POVs be in excellent running condition prior to shipment to the Bahamas. Pack/send common replacement parts, i.e., oil/air/fuel filters, spark plugs, etc. All US brands as well as common Asian makes (Honda/Toyota/ Daewoo/ KIA/ASIA) are serviced.

(6) FOR NAVUNSEAWARCEN DET AUTEC ANDROS ISLAND: Spare parts for POVs are expensive. Commercial facilities for auto parts and car repairs are practically non-existent on Andros. So if you have your own tools, bring them along with any repair manuals, parts, etc. There is a car repair/maintenance shop set up at the hobby shop and there are people who work on cars during their off-duty hours. Most members leave their nice car at WPB and purchase a vehicle less than 10 years old to use on the island. Vehicles are usually 10 years or newer model cars, jeeps, or trucks, which are in low demand stateside. All military members are assigned a parking spot located at WPB for a fee. Many people manage on the island without a car since there is a free taxi service from 0600-2200 seven days a week and a bicycle will get you around when the taxi is not in operation

(7) Roads are generally of poor quality.

#### b. MOTOR CYCLES/MOPEDS

No restrictions identified.

#### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gas is available on Andros Island. Both unleaded and leaded gas is available off-base in limited quantity and at much higher cost. EPA testing procedures are not required and therefore not available.

#### d. INSURANCE AND SAFETY REQUIREMENTS

No restrictions identified.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

#### a. CBS

No restrictions identified.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

No restrictions identified.

#### d. DISH ANTENNAS

No restrictions identified.

#### e. CORDLESS PHONES

No restrictions identified.

### 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Bahamas should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Bahamas.

### 13. OTHER

**PACKING REQUIREMENTS:** The Bahamas has a tropical climate with summer-time high temperatures in the 90's and high humidity, and in winter-time, night-time lows reaching the 40's and 50's. Water sports of all kinds (diving/snorkeling, boating, swimming, etc.) abound. Pack accordingly.

## General Instructions: BAHRAIN (BH)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments see (GBLOC: SGNK-PPSO NAVSUP FLC, Manama, Bahrain)DOS arranged moves: Department of State ConsignmentEffective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:ManamaTmitri Owens OwensTA@state.govTel: +973-1724-2713FSN Contact information:Jasim Butarada ButaradaJM@state.govTel: 973 1724-2915Group emailNone Listed

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments.USN Service member assigned to a USMC command based on an agreement between HHG NAVSUP and USMC I&L on Unaccompanied orders is only authorized 600 lbs of unaccompanied baggage.Note: No other HHG shipments are authorized based on the limited size of the BOQ and BEQ and lack of storage.USMC Service member on Unaccompanied order is only authorized 600 lbs of unaccompanied baggage. Note: No other HHG shipments are authorized based on the limited size of the BOQ and BEQ and lack of storage.USMC Service member on Accompanied orders is only authorized 25 percent of the full HHG weight allowance or 2,500 lbs, whichever is greater, unless specified on the travel order. Reshipment of HHG and non-temporary storage (NTS) of HHG are not authorized at this location unless the Service determines it is in the Government's interest

#### b. CONTAINER/CRATING REQUIREMENTS

"Importation is PROHIBITED."

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA). APOE: AMC Terminal, Aviation Unit, Bahrain, BA-BAH

APOD: AMC Terminal, Aviation Unit, Bahrain, BA-BAH WPOE: Mina Sulman Port, Port Bahrain, BA-PK3 WPOD: Mina Sulman Port, Port Bahrain, BA-PK3

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." Counselors are cautioned to thoroughly advise the Navy Members with pay grade of E4 and below serving an unaccompanied tour that it is highly recommended to ship Unaccompanied Baggage (UB) Shipment (600 lbs) as living quarters are on space limited base, and barracks are fully furnished and no storage facilities exist. Do not Ship Sappi Plates in UB. DOS arranged moves: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

It is extremely important to forward all relevant documents in advance and to attach to the #1 container all relevant shipping documents; (i.e., commercial bill of lading, government bill of lading and packing list). These procedures are required by the Government of Bahrain and are used to facilitate the Bahrain customs clearance process. This document package allows the Bahrain Customs inspectors to determine if the shipment should be more closely inspected. Shipments without proper documentation are normally opened with all inner containers either being opened or x-rayed causing extensive delays, excess costs and increased possibility of damage and pilferage. INBOUND OUTBOUND: DO NOT ship uniform swords, military professional gears, handheld radios, bullet vest, handcuffs, live ammunitions, fire arms, military knives, empty bullet shells ; magazines etc. in any Coded shipments. All mentioned items will be confiscated by the Bahrain Customs upon arrival at the port of entry in Bahrain and the owner of the shipment will be prosecuted in accordance with the law of Bahrain. Remote controlled toys: chopper, planes, etc.; Military toys: pellet guns, rubber guns, paintball guns, etc., are PROHIBITED in Bahrain.

### 3. CONSUMABLES

Importation is PROHIBITED."

#### a. ALCOHOLIC BEVERAGES

Alcoholic beverages cannot be shipped to Bahrain but it can be shipped from Bahrain.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements restrictions identified. When undefined or in doubt, the Personal Property Shipping Office will request clarification from the responsible transportation authority at destination.

#### c. COSMETICS

Products made in Israel "Importation is PROHIBITED."

#### d. FOOD STUFFS AND MEATS

Pork products are "Importation is PROHIBITED."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Certain products are prohibited. The Personal Property Shipping Office will request clarification from the appropriate authority. It is advisable Prescription Drugs are hand carried by the member. Kindly provide us the specific Prescription Medications to be brought in, so we can request assistance from the Ministry of Health Office.

#### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

##### a. HOME COMPUTERS

"No restrictions identified."

##### b. TVs/VCRs

No restrictions. However, voltage used in Bahrain is 220volts 50Hz.

##### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions.

#### 5. FURTNITURE, OVERSIZED

Some apartments have very small elevators. Be cautious with oversize furniture. Most apartments are fully furnished.

#### 6. PETS/QUARANTINE

Service Members should contact the NSA Bahrain Veterinary Treatment Facility as early as possible to give the most time to review the records and update any necessary vaccines. Please call DSN 318-439-4295, commercial 011-973-1785-4295. Questions and Records can be scanned and emailed to NSA.VETCLINIC@ME.NAVY.MIL

a. Members assigned to Bahrain may bring their family pets. Pets are defined as dogs and cats only. There is no limit to pets in Bahrain; however, only 2 pets can be imported on an AMC flight. \*Import requirements are the same for AMC and commercial flights.

b. Pets will be home quarantined for one month. Boarding, kennel and veterinary facilities are available on the local economy.

c. Health documents required to accompany pets in Bahrain are:

- (1) Dogs: Certification the dog has been vaccinated twice with a canine Parvo Virus, Hepatitis and leptospirosis vaccine at least 2-3 weeks apart, with the last vaccination given at least 30 days, but less than one year prior to shipment.
- (2) Cats: Certification the cat has been vaccinated twice with FVRCP vaccines (Feline Viral Rhinotracheitis, Calici, Panleukopenia virus), with the last vaccination given at least 30 days, but less than one year prior to shipment.
- (3) For both dogs and cats, must have at least 2 Rabies vaccines in their lifetime with a current rabies vaccination certificate over 30 days old, but less than one year.
- (4) The pet must be at least 18 weeks old to ship to Bahrain. A pet can only be shipped this young if the first vaccinations, including rabies, are given at 12 weeks of age and then boosted at 14 weeks of age. The vaccination must then be 30 days old before shipping.
- b. Most pets are given rabies at 16 weeks of age and then can be boosted at 18 weeks. The vaccination must then be 30 days old before shipping, meaning the pet can leave no sooner than 20 weeks or 5 months of age.
- (5) A copy of member's orders.

d. Document processing for pets requires:

- (1) Members must fax to their sponsor copies of the pet's health record with an official rabies certificate thirty days prior to arrival. All vaccinations are required to be 30 days old but no more than one year old upon arrival

with a copy of military orders or assignment instructions. The member must ensure the sponsor is aware of the flight itinerary.(2) The member's sponsor must take or email these documents to the Army Veterinarian Office for review (NSA.VETCLINIC@ME.NAVY.MIL DSN 439-4295).&nbsp;&nbsp;   Once the records are found to be in compliance with Bahrain's regulations, an import memo will be issued.&nbsp;&nbsp;   The sponsor will need to pick up the memo and bring it to the Bahrain Ministry of Agriculture in order to obtain the Bahrain government importation certificate (cost 17.000 BD, approx \$46.00).&nbsp;&nbsp;   The Bahrain importation certificate is valid for 30 days.&nbsp;&nbsp;   A copy will need to be scanned to the member for travel and the original will need to be brought to the airport upon the member's arrival.&nbsp;&nbsp;   Your sponsor should also contact personal services representative to arrange pickup and customs clearance at the airport.(3) The member must arrive in country with an original health and rabies certificate, and vaccine records for each pet. The health certificate must be no more than ten days old. As soon as possible after arrival, the owner should contact the base Army Veterinarian in order to schedule an arrival exam for their pet(s).&nbsp;&nbsp;   The Veterinarian may be reached at DSN 318-439-4295 Comm. 1785-4295 or from CONUS by dialing 011-973-1785-4295.e. Pets transportation guidelines require a veterinary health certificate before traveling. Pets must fly on board AMC flights. Commercial transportation will not be authorized based on the lack of pet space. If pets can not be accommodated on AMC, member will be responsible for arranging onward transportation.

## 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED." Any type of weapon to include Uniformed Swords is prohibited from being shipped to Bahrain. Examples of confiscated items include, Sex toys, nudity magazines, DVDs, ammunition, empty casings, plaques with knives incased, knives, body armor, holsters, magazines, remote control helicopters, handcuffs, poker chips, gaming devices, toy guns, starter pistols, paint guns. Any other items, whose importation is prohibited under Kingdom of Bahrain Customs laws, or any other laws of the Country. It is highly recommended to place questionable item in Non temporary Storage. Items confiscated by host nation customs, members employees will receive a custody confiscation receipt from the local delivery agent. If the member employee would like to retrieve the confiscated items it is their responsibility to contact the Ministry of Interior to determine if the item will be released. Prohibited items include, but not limited to WEAPONS and PARTS OF WEAPONS, IMITATIONS OF WEAPONS, MILITARY WIRELESS DEVICES, UNIFORM SWORDS, PONOGRAPHIC MATERIALS EQUIPMENTS etc. Please refer the below given web site for further information on Bahrain Customs Regulations ( <https://www.bahraincustoms.gov.bh/en/prohibited-and-declared>)

### a. HAND GUNS

"Importation is PROHIBITED."

### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

### c. TOY RELATED GUNS

"Importation is PROHIBITED."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)



"Importation is PROHIBITED." Sharp knives other than kitchen knives and swords are also prohibited.

## 8. PRIVATELY OWNED VEHICLES (POVs)

PROHIBITED VEHICLES: Electric Vehicles (EV) ARE allowed to be shipped to the KINGDOM OF BAHRAIN. NOTE: There are only 2 charging Stations located on the Island, (SAAR and SEEF AREA), members should consider locations of charging stations in reference to where they may reside before shipping. Members/Employees are highly encouraged to contact their sponsor regarding the overall cost of installation of Home Charging Ports into rented properties, to include monthly electric fee. Willy jeeps are prohibited from importation in Bahrain, all other jeeps are allowed. LICENSE PLATES: NO LICENSE PLATES are allowed on or in the POV to Bahrain, because foreign license plates are prohibited completely in Bahrain. Local Bahraini Customs Agents are confiscating all foreign license plates from inbound POVs at the Port of Khalifa, Bahrain. All license plates should be returned to service members prior to shipping a POV to the Kingdom of Bahrain. Packing license plates in the vehicle accessory box is prohibited. FUEL: The Island of Bahrain does not have Ultra Low Sulfur Diesel, Diesel fuel in Bahrain is 500ppm. VISA and CPR CARD: All POVs are required to be registered with the government of Bahrain prior to being picked up from the VPC. Before members employees can register their vehicles they must obtain their VISA and CPR Card. Country VISAs are applied for once the member employee arrives in country and requires a GOVERNMENT PASSPORT, NOT THE TOURIST. Once the VISA is received the member employee will then apply for their CPR Card. A CPR Card is a personal identification number issued by the Kingdom of Bahrain to all personnel assigned to NSA Bahrain. It will take approximately one month to receive both VISA and CPR. Both documents are processed by the Base Immigration Office, therefore It is imperative that members employees apply for their VISA as soon as they arrive on Station. Vehicles left at the VPC for more than 20 days are subject to storage fees borne by the member. After market fitting or additional fitting is prohibited

### a. POVs (includes data on prohibited vehicles, colors, etc.)

a. Authorized DOD personnel may import free of duty no more than one privately-owned vehicle for the personal use of the member. However, you may import a second or third vehicle, but member is liable to pay the 20 percent import tax and local port handling. The legwork to complete the customs processing is the members responsibility. The local Ministry of the Interior defines a motor vehicle as either automobile or motorcycle with engine power exceeding 1.5 HP and engine size exceeding 50 cc. Personnel must be 18 years old and possess a valid permit to operate automobiles and motorcycles. POV will be inspected by local traffic directorate for compliance and thus requires registration according to Bahrain traffic law.(1) Tinted windows: Local motor law allows the importation of vehicles with FACTORY TINTED windows. Vehicles cannot be registered unless the windshield and front side windows allow at least 70% of light to pass through. The front windshield may have a sun strip as long as it is the original manufactured windshield. All windows behind the front driver and passenger side windows can be tinted as long as it is the FACTORY TINTED windows. The amount of tinting for windows behind the driver and passenger side windows was not address by the Kingdom of Bahrain with the exception of them needing to be FACTORY TINTED. Vehicles already imported will be allowed until November 2005 to change their windows shouldthey not comply. Vehicles that are in transit at this time with non-conforming tinted windows may not be allowed to be registered. After market tinting is not allowed.(2) Right Hand Drive: NOT Authorized.(3) Paint scratches dents: Vehicles with badly faded paint, dents, widely visible scratches, rust, or any other damage will not pass the inspection. Normal dings and scratches are

acceptable. Loose or hanging body parts are not acceptable. Major body damage or twisted and bent frame is not acceptable. Cars and motorbikes decorated with flat matt paint or matt vinyl wrapping will no longer be allowed on Bahrain's roads due to safety concerns. Part of a GCC-wide ban on non-glossy paint jobs, agreed at an Interior Ministers summit held in Kuwait in November 2015, the move will see owners of vehicles decorated in such a fashion unable to renew their vehicle registrations at the General Directorate of Traffic. Owners should maintain the original appearance of the car and refrain from matt painting their vehicles, said a source from the General Directorate of Traffic. All car and motorcycle importers must refrain from importing matt-colored vehicles, the matt ban decision was made before Bahrain's tough new traffic law, which dramatically increased fines and jail terms for various offences.(4) Tires: All tires will be in good condition. Tires extending partially beyond the fender are prohibited.(5) Lights: All installed lights must be operational. Headlights cannot be modified. The taillight or a separate light must illuminate the rear license plate. Backup lights must function when the transmission is engaged in reverse gear. Vehicles must be equipped with directional signals. Roof rack light systems are prohibited.(6) Windshield Wipers: Must be operational.(7) Brakes: Vehicle must have two separate means of applying brakes. The failure of one braking system will fail registration.(8) Color: There are no restrictions as to color. However, no weird painting or art on vehicle is permitted.(9) Exhaust System: Faulty or excessively loud exhaust systems are prohibited.(10) Salvaged vehicles as stated on the certificate of title are not permitted.(11) After market hydraulic systems are prohibited. Department of Ministry WILL NOT pass a vehicle for safety inspection if replacement or modification on engines has been performed.(Example:if there was a V8 engine in a V6 car)(12) Other: Vehicles must meet operational and safety standards. Missing fenders, broken windows, missing side view mirrors, and improper wheel alignment (wheels that cannot be turned from full right to left without jamming or rubbing part of the vehicle) will not be accepted. Stickers, drawings, advertisements, or writing on the vehicle are not allowed.(13) Effective 1 May 2016, all vehicles shipped to Bahrain older than 5 years cannot be sold to a Local/Foreign National. Furthermore, members can sell their Privately Owned Vehicle (POV) to another U.S. Military/Civilian member.

## **b. MOTOR CYCLES/MOPEDS**

Mopeds and motorcycles require registration according to Bahrain traffic law.

## **c. GASOLINE/CATALYTIC CONVERTERS**

(1) Unleaded gasoline is available throughout Bahrain, removal of catalytic converters is no longer required.(2) Diesel fuel in Bahrain is 500ppm.(3) Bahrain does not have Ultra Low Sulfur Diesel (ULSD), member must check with the manufacturer to determine if ULSD is mandatory for their POV. If mandatory, members are authorized to store the vehicle at government expense. The manufacturer should issue a letter stating that the usage of any other type of diesel will cause permanent damage.

## **d. INSURANCE AND SAFETY REQUIREMENTS**

(1) Insurance and traffic registration expiration dates must coincide with one another, (i.e., last day of the month). Insurance and registration must be renewed annually; failure to comply will preclude operation of vehicle and may subject the owner to a penalty in accordance with Bahrain law.(2) Automobile insurance for the Bahrain area is reasonable. Cost depends on make, model, year of vehicle and the total value (what is it worth at present) you declare on the vehicle. Insurance is compulsory, and POV cannot be released, registered, and used without proof of insurance. Once

insurance is issued on a vehicle, coverage includes anyone who drives the vehicle. Not necessary to have each individual driver insured. There are two types of insurance policies available: (a) Third party (without collision) will run about \$125 160 per annum. (b) Comprehensive (full cover) will run \$300 and above per annum.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

The importation of pornographic material is a strict violation of Bahrain law. Those items determined to be pornographic will be confiscated, destroyed and the importer will be prosecuted.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

## 11. TRANSMITTING EQUIPMENT

"Importation is PROHIBITED."

### a. CBS

"Importation is PROHIBITED."

### b. AMATEUR/HAM RADIOS

"Importation is PROHIBITED."

### c. MARS EQUIPMENT

"Importation is PROHIBITED."

### d. DISH ANTENNAS

"Importation is PROHIBITED."

### e. CORDLESS PHONES

Cordless phones are permitted; however, high range cordless phones are prohibited. High range equipment will be detained by customs and a custody receipt will be issued. Upon final departure from Bahrain, arrangements can be made with customs, once you produce the custody receipt, the phone will be returned at the airport upon departure. Members should contact their sponsors before deciding disposition of cordless phones.

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Bahrain should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Bahrain. When processing application and GBL, shipment must be consigned to member and residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

## 13. OTHER

BAHRAIN NATIONAL HOLIDAYS: \*1 January New Year Day \*2 Feb March Eid holidays (approx 5 days) \*3 April May Eid holidays (approx 5 days) \*4 May Alhijrah Islamic New Year \*5 May June Ashoora \*6 Jul Aug Prophet Birthday \*7 16 Dec National Day\*These holidays are declared upon sighting the moon, using the Islamic calendar.DPM:Below are the new pertinent information of our DPM Contractor: Previous DPM contractor Circle Freight International is no longer in business Unique International Logistics Co. S.P.C.P.O. Box 24848, Manama, Kingdom of BahrainTel : +973 13 104 858 OR +973 77090210Fax : +973 17 293 606Email : operations@uniquelogistic.org@mail@uniquelogistic.org DOS arranged moves:ITGBL Local Agents:Country: BahrainPost: Manama Bureau: NEALocal Agents:2) Gulf Agency Co.(Bahrain) W.L.LPO Box 412 Manama Kingdom Of BahrainPhone: +973 17 339773 Building 100, Road 402,Block 304 P.O. Box 2431Tel: +973-17214270, Fax: +973-17214271POC: Mr. Sony Varghese - Assistant ManagerEmail : sony.varghese@gac.com /roshan.george@gac.com /klaus.holmager@gac.com / bindu.elias@gac.com 1) Unique International Logistic CO. S.P.C.P.O. Box 15349Al Rashid Building, Manama, Kingdom of BahrainAL Rashid Building, No:389, Flat No:41 RoadNo:1912 Block No:319POC : Mr. Aleem – General ManagerTel: +973-17290273, Fax: +97317006848Email : mail@uniquelogistic.org ,Military@uniquelogistic.org Url: uniquelogistic.org

## General Instructions: BAKER ISLAND (XB)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

**a. ALCOHOLIC BEVERAGES**

No restrictions identified.

**b. CIGARETTES/TOBACCO PRODUCTS**

No restrictions identified.

**c. COSMETICS**

No restrictions identified.

**d. FOOD STUFFS AND MEATS**

No restrictions identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT**

No restrictions identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restrictions identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No restrictions identified.

**a. HAND GUNS**

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

#### c. TOY RELATED GUNS

No restrictions identified.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No restrictions identified.

### 8. PRIVATELY OWNED VEHICLES (POVs)

No restrictions identified.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

No restrictions identified.

#### b. MOTOR CYCLES/MOPEDS

No restrictions identified.

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

No restrictions identified.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No restrictions identified.

#### a. CBS

No restrictions identified.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.



## General Instructions: BANGLADESH (BD)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS. NOTE - DoD Agencies supported by the US Embassy, Dhaka, Bangladesh: Defense Security Cooperation Agency Navy – PACOM HQ US Marine Security Guard Support DCSOPS – Strategic Leadership Division US Army Corps of Engineers Defense Intelligence Agency SOCOM SOCPAC Defense Attache Office FAO Students (CH 02-APR-2019 TCJ4-HB RB)

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. All DOD military personnel should contact US Defense Attache Office (USDAO), Dhaka, Bangladesh, upon notification of assignment to the US Embassy. The US Embassy arranges for all customs clearances from port of entry to Dhaka. All personal property shipments are cleared through Bangladesh customs duty free allowing a minimum 2-3 weeks for HHG; 3-4 weeks for POV. Non-diplomatically assigned personnel are not authorized importation of duty free shipment after 6 months of arrival. Personal property shipments cannot be cleared prior to the arrival of the employee at post and thus will incur significant demurrage charges until your arrival. b. Provide USDAO and American Embassy via message ASAP carrier's name, flight number, airway bill number, and RDD. Ensure the American Embassy, Dhaka, receives info copy of all correspondence concerning shipments as Bangladesh requires the original commercial bill of lading/airway bill and/or PPGBL in order to initiate customs clearance. Customs clearance will not be initiated until member's arrival. c. All personnel, diplomatic and non-diplomatic, must provide the Embassy with a detailed packing list/inventory of their personal property shipped so customs declarations can be provided to the appropriate Bangladesh agencies within 10 days of member's arrival. Personnel must ensure all items of household goods, furniture, appliances, kitchenware, hobby equipment, clothing, furnishings, etc., are accurately identified indicating complete description, quantity and value per item. All items such as electrical equipment, video, household appliances, lenses, cameras, stereo equipment, radios, musical instruments, bicycles, etc., must be listed by model and serial number on import inventory. This detailed inventory is verified during customs inspections/examinations for all non-diplomatically accredited personnel at the point of entry and again when HHG are exported to confirm the items leave Bangladesh. All imported items are customs controlled and require recording on the official Bangladesh "passbook". d. Upon departure from Bangladesh, all declared items must be accounted for through export or indicated otherwise on passbook. Non-diplomatically assigned personnel are not authorized to sell items/material imported duty free.

### 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location.(CH 05-May-2021 TCJ9-OH-PAC RB)

#### a. ALCOHOLIC BEVERAGES

The importation of alcohol is prohibited, even in small quantities for personal consumption. Check with the GSO Customs & Shipping Office (dhakaship@state.gov) for more detailed information.

(CH 03-JUN-2019 TCJ4-HB RB)

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by email (dhakaship@state.gov) from the responsible transportation authority at destination. However, all tobacco/alcohol quotas are usually surrendered to the US Commissary at Post. (CH 16-MAR-2016 SDDC-PAC RB)

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

The Post DOES NOT encourage importation of foodstuffs individually as these items are available from the Post commissary. (CH 16-MAR-2016 SDDC-PAC RB)

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

Bangladesh Government limits importation of the following electronic equipment to two(2) each. Exceptions to this limit may be requested in advance by contacting GSO.

#### a. HOME COMPUTERS

Limited to two.

#### b. TVs/VCRs

Importation limited to two (2) each.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No Restrictions Identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

a. All pets must have a valid rabies certificate and health certificate. There is no quarantine period upon arrival into Bangladesh; however, there is a quarantine inspection station at the airport upon arrival. There are limited veterinarian facilities available. If pets are shipped unaccompanied/Cargo, please notify Embassy 45-60 days prior to arrival at dhakaship@state.gov. Charges required for obtaining local permits, airport customs formalities and delivery at residence are around \$300 USD, which can be paid upon arrival at Post. b. Recommended pets be brought with arriving personnel as accompanied baggage to preclude delays that may be encountered in follow-on shipment. If pets are shipped accompanied, please notify Embassy 45-60 days prior to arrival at dhakaship@state.gov. Charges required for obtaining local permits are around \$60 USD, which can be paid upon arrival.(CH 16-MAR-2016 SDDC-PAC RB) c. REQUIRED DOCUMENTATION: Health Certificate, Shot Records, photo of pet, and Bangladeshi VISA copy of Employee.(CH 03-Jun-2019 TCJ4-HB RB)

### 7. PRIVATELY OWNED FIREARMS (POF)

Notification to GSO Customs & Shipping Office (dhakaship@state.gov) prior to shipping is required to import any firearm. (CH 16-MAR-2016 SDDC-PAC RB)

#### a. HAND GUNS

An Import Permit from local authority is REQUIRED prior to shipping. (CH 16-MAR-2016 SDDC-PAC RB)

#### b. RIFLES/SHOT GUNS

Only smooth bore shotguns and shotgun parts can be imported. For customs clearance, the Bangladesh Ministry of Foreign Affairs will need a description of the weapon and the serial number in order to issue a license. Permission MUST be obtained PRIOR TO shipping firearms. This information must be furnished to the GSO, American Embassy, Dhaka at dhakaship@state.gov. An Import Permit from local authority is REQUIRED prior to shipping. (CH 16-MAR-2016 SDDC-PAC RB)

#### c. TOY RELATED GUNS

No restriction identified.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

DoD regulations prohibit the transportation of live ammunition, explosives, etc. in personal property shipments. (CH 16-MAR-2016 SDDC-PAC RB)

### 8. PRIVATELY OWNED VEHICLES (POVs)

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) Diplomatically assigned personnel are authorized to ship one POV per family duty free. POVs MORE THAN FIVE (5) YEARS OLD AT THE TIME OF SHIPMENT CANNOT BE IMPORTED. If the POV is imported from the country in which it was manufactured, the POV -MUST- arrive within five (5) years of its manufacturing date. THERE ARE NO EXCEPTIONS TO THESE RULES. "Admin & Technical" staff must have their POV arrive within six (6) months of their arrival to Post. (CH 16-MAR-2016 SDDC-PAC RB) (2) POV must arrive within 6 months of member's arrival. Shipping from vehicle POE Chittagong to Dhaka is arranged through American Embassy GSO. (3) Vehicle must be in good operating condition as there are severely limited repair facilities in Bangladesh. A supply of basic spare parts should be shipped. POVs best suited for Bangladesh are small, late model cars due to narrow roads and spare parts availability. Local factory garages include Honda, Hyundai, Mercedes, Mitsubishi, Nissan, and Toyota. (CH SDDC-PAC 14-APR-2014 RB) Air conditioning is highly recommended. (4) Diplomatically assigned personnel should consider buying a vehicle upon arrival rather than shipping due to left side driving (steering wheel on the right is best), absence of attention to driving regulations/laws, and to preclude delays in shipping. (5) Ship in sea container via port of Chittagong.

#### b. MOTOR CYCLES/MOPEDS

Mopeds and motorcycles are considered POVs and only one (1) POV can be shipped or registered.

(CH 16-MAR-2016 SDDC-PAC RB)

#### c. GASOLINE/CATALYTIC CONVERTERS

New U.S.-specification POVs may encounter challenges as the quality of gasoline is not up to U.S. standards. (CH 16-MAR-2016 SDDC-PAC RB)

#### d. INSURANCE AND SAFETY REQUIREMENTS

Liability insurance must be purchased locally. Supplemental coverage may be obtained locally or through any other insurer. (CH 16-MAR-2016 SDDC-PAC RB)

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Photographs, magazines, cassettes, etc., containing nudity, etc., are prohibited.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

An Import Permit from the Department of Live Stock Services is recommended prior to shipping as Post may be unaware of all restrictions. (CH 16-MAR-2016 SDDC-PAC RB)

### 11. TRANSMITTING EQUIPMENT

GSO Customs & Shipping must receive prior notification ([dhakaship@state.gov](mailto:dhakaship@state.gov)) for this equipment (not limited to CB radios, walkie talkies and MARS equipment). (CH 16-MAR-2016 SDDC-PAC RB)

#### a. CBS

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#### b. AMATEUR/HAM RADIOS

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#### c. MARS EQUIPMENT

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#### d. DISH ANTENNAS

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#### e. CORDLESS PHONES

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### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement/separation in Bangladesh should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Bangladesh government.

### 13. OTHER

No Restrictions Identified.

## General Instructions: BARBADOS (BB)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations. Government leased quarters are provided. Quarters are furnished with basic furnishings except for linens, flatware, china, etc. Electrical systems operate on 220V 50HZ outlet power subject to extreme fluctuation. Some transformers and voltage regulators are provided. Major appliances washer/dryer, refrigerator, freezer, range, are provided. Some carpeting is already installed; drapes throughout.

#### b. CONTAINER/CRATING REQUIREMENTS

Due to probability of HHG being stored in Bangladesh in open storage areas for extended periods, recommend all HHG shipping containers be waterproofed to include caulking and the container interior (tops, ends, sides), with the exception of the floor, lined with either a waterproof barrier paper or a light weight plastic or polyethylene material and have a tin sheeting on the top of the container.

#### c. HARD LIFT AREA

Bangladesh is a hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

Ensure all unaccompanied baggage packages are thoroughly waterproofed and no single package weighs more than 200 lbs gross.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Shipments can only be cleared after the member is announced to the Ministry of Foreign Affairs and are cleared within approximately eight (8) working days.

## 3. CONSUMABLES

No restrictions identified.

### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages should not be shipped at USG expense.

### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions.

### c. COSMETICS

No restrictions.

### d. FOOD STUFFS AND MEATS

A local permit must be obtained from Veterinary Services.

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified. Ship in original bottle/packaging whenever possible.

## 4. ELECTRICAL EQUIPMENT

No restrictions identified.

### a. HOME COMPUTERS

No restrictions.

### b. TVs/VCRs

No restrictions.

### c. OTHER (i.e. COMPATIBILITY, ETC)

120V.

## 5. FURTNITURE, OVERSIZED

Only if restricted by carrier.

## 6. PETS/QUARANTINE



Dogs and cats must be quarantined for six (6) months in the United Kingdom. After quarantine, application for an import permit is required from the Barbados Ministry of Agriculture at least 30 days in advance of member's anticipated arrival date. The U.K. Ministry of Agriculture will supply a list of recommended quarantine kennels upon request. To import any other animal, a permit must be obtained from the Barbados Ministry of Agriculture before shipping the animal. Any pet that arrives in Barbados without having undergone the proper procedures will not be allowed overnight in Barbados. It will be shipped out the same day it arrives or it will be destroyed.

## 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

### a. HAND GUNS

Strongly discouraged. Approval must be obtained from the Chief of Mission, after which permission and a license must be obtained from the Royal Barbados Police Force through the Ministry of Foreign Affairs before importing any firearms. After the firearm is imported, it must be registered and stored with the Police and a further license to have, use and carry it must be obtained.

### b. RIFLES/SHOT GUNS

Same as for handguns.

### c. TOY RELATED GUNS

No restrictions.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Same as for handguns.

## 8. PRIVATELY OWNED VEHICLES (POVs)

No restrictions identified.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

No restrictions identified.

### b. MOTOR CYCLES/MOPEDS

No restrictions identified.

### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

### d. INSURANCE AND SAFETY REQUIREMENTS

Third party insurance is required on all vehicles/motorcycles.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Prohibited.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

A permit must be obtained from local Veterinary Services for the importation of meat and plant products.

## 11. TRANSMITTING EQUIPMENT

No restrictions identified.

### a. CBS

No restrictions

### b. AMATEUR/HAM RADIOS

No restrictions.

### c. MARS EQUIPMENT

Must have permission and be registered with Government of Barbados.

### d. DISH ANTENNAS

A license must be obtained locally from the Ministry of Telecommunications.

### e. CORDLESS PHONES

No restrictions.

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Barbados should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Barbados.

## 13. OTHER

No restrictions identified.

## General Instructions: BASSAS DA INDIA (QS)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO)DOS arranged shipments:Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

"No restrictions identified."

### 7. PRIVATELY OWNED FIREARMS (POF)

"No restrictions identified."

#### a. HAND GUNS

"No restrictions identified."

#### b. RIFLES/SHOT GUNS

"No restrictions identified."

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"No restrictions identified."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

d. DISH ANTENNAS

"No restrictions identified."

e. CORDLESS PHONES

"No restrictions identified."

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

"No restrictions identified."

13. OTHER

None.

## General Instructions: BELARUS (BY)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) For DOS arranged moves: Contact (GBLOC: VCDK, DOS) Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Information: Minsk Mark Jorgensen jorgensenmr@state.gov +375 293 472 251 FSN Contact information Rostislav Simanovich, Natallia rostislav.simanovich@fan.gov 375-17-210-1283 x4596; +375

#### a. WEIGHT RESTRICTIONS

"No restrictions identified."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Customs regulations prohibit the clearance of personal effects unless the person is physically in the country and registered with the Ministry of Foreign Affairs. HHG and UB shipments are imported into Belarus under diplomatic privileges, which mean that shipping containers and boxes are not opened and subjected to customs investigation at the time of customs entry.

### 3. CONSUMABLES

A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee, is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Alcoholic beverages cannot be imported in personal property shipments of HHG or UB. Duty free entry of alcohol is only allowed in the member's accompanied baggage and is limited to one liter.

#### b. CIGARETTES/TOBACCO PRODUCTS

Tobacco products cannot be imported in personal property shipments of HHG or UB. Duty free entry of tobacco is only allowed in the member's accompanied baggage and is limited to 200 cigarettes or 200 grams of tobacco.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

A local permit must be obtained from Veterinary Services or Ministry of Agriculture.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Import of any narcotics is prohibited.

### 4. ELECTRICAL EQUIPMENT

Current is 220 volt.

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

Import permit by the Ministry of Foreign Affairs, the Ministry of Nature, the Ministry of Communications, etc. is required for some items. Contact Embassy for clarification.

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."



## 6. PETS/QUARANTINE

A valid health certificate and recent rabies vaccination is required.

## 7. PRIVATELY OWNED FIREARMS (POF)

Import permit by the Ministry of Foreign Affairs and Ministry of Internal Affairs is required. Prior to POF importation contact RSO to get all necessary details to obtain a permit.

### a. HAND GUNS

Import permit by the Ministry of Foreign Affairs and Ministry of Internal Affairs is required. Prior to POF importation contact RSO to get all necessary details to obtain a permit.

### b. RIFLES/SHOT GUNS

Import permit by the Ministry of Foreign Affairs and Ministry of Internal Affairs is required. Prior to POF importation contact RSO to get all necessary details to obtain a permit.

### c. TOY RELATED GUNS

“Importation is PROHIBITED.”

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

## 8. PRIVATELY OWNED VEHICLES (POVs)

“No restrictions identified.”

### a. POVs (includes data on prohibited vehicles, colors, etc.)

There are no special requirements for POV importation to Belarus. For customs clearance, the following data and documents must be provided: model, make, year, power of engine, vehicle identification number, the originals of the ownership documents (Certificate of Title for a vehicle, US registration, etc).

### b. MOTOR CYCLES/MOPEDS

There are no special requirements for POV importation to Belarus. For customs clearance, the following data and documents must be provided: model, make, year, power of engine, vehicle identification number, the originals of the ownership documents (Certificate of Title for a vehicle, US registration, etc).

### c. GASOLINE/CATALYTIC CONVERTERS

“No restrictions identified.” Unleaded gasoline is available.

### d. INSURANCE AND SAFETY REQUIREMENTS

Local third party insurance is required on all vehicles/motorcycles.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"Importation is PROHIBITED."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

Prior permit from the State Veterinary Services is required.

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

Prior authorization from State Radio Frequency Services (SRFS) is required.

**b. AMATEUR/HAM RADIOS**

Prior authorization from State Radio Frequency Services (SRFS) is required.

**c. MARS EQUIPMENT**

Prior authorization from State Radio Frequency Services (SRFS) is required.

**d. DISH ANTENNAS**

Prior authorization from State Radio Frequency Services (SRFS) is required.

**e. CORDLESS PHONES**

Prior authorization from State Radio Frequency Services (SRFS) is required.

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Retired personnel who choose Belarus as home of selection and wish to ship their household good should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and Government of Belarus. Retired personnel should contact the nearest Belarusian Embassy or Consulate for information concerning customs, taxes, and any other requirement in connection with importation of personal property into Belarus. DO NOT CONSIGN SHIPMENT TO THE AMERICAN EMBASSY OR AMERICAN CONSULATE.

**13. OTHER**

DOS Arranged ITBL Local Agents: BelarusPost: Minsk Bureau: EURLocal Agents:1G)  
osselin Mobility Baltics SIAJurkalnes St. 15/ 251046 RigaLatviaPOC: Olga  
Konstantinova+371 67 800 800 / 142 / 144+371 26 46 91 56E-mail:  
O.Konstantinova@gosselinmoving.comwww.gosselin-moving.com2C) Cargo Partner Ltd.&  
Gosselin Mobility Baltics SIAPromyshlennaja St. 6B, office 15,Minsk, 220075, Belarus.POC:  
Olga Askolkina, Natalia KrachevaPhone: +375 17 3462381Fax: +375 17 3462382Mobile: +375  
29 1180790E-mail: Natalia.Kracheva@cpartner.byMobile: +375 29 6484822Email:  
olga.askolkina@cpartner.by3S) anta Fe Relocation117418 Moscow,3rd floor,

Novocheryomushkinskaya st, 61 POC: Sergey Ryzhinsky+7 (495) 933 5232 ext. 132+7 (495)  
937 9533E-mail: Sergey.Ryzhinsky@SantaFeRelo.com Minsk: POC: Oleg Fedorchenko+375  
29 6577880+375 17 2057722E-mail: interdean@tut.by

## General Instructions: BELGIUM (BE)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) For DOS arranged moves: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO contact information: Brusselstba Tel: 32 2 8114514 FSN contact information: Dave Broes; Sherrill Benjamin Broes D@state.gov Tel: 00 32 2 811 5006 Group email: BrusselsShipping@state.gov Antwerp GSO contact information: Mikel Alderman AldermanML@state.gov; Tel: 32 3 530 20 16 FSN Contact number: Despatch\_Agency\_ELSO@state.gov Tel: 32 3 540 20 20 Group Email: Despatch\_Agency\_Elso@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." (1) Army, Navy, & Air Force personnel assigned to all locations within Belgium (a) Accompanied tours: Full JTR weight allowance for all areas. (b) Unaccompanied tours: Weight allowance for E-6 single and below/unaccompanied personnel is limited to HHG transportation of 2,500 lbs. (net) or 25% (net) of the weight allowance in par. 5202.D, whichever is greater. This weight includes UB Transportation and is regardless of tour length. (c) Full JFTR weight allowance is authorized for unaccompanied E-7 and above. (d) Requests for exception may be submitted to the PPPO Installation Transportation Office identified in Special Instructions, Note 6. Soldiers will attach a copy of their orders to their individual request. Soldier's requests must show that they have confirmed the type of housing they will be assigned at their European PDS. Government quarters in Europe are small, and generally cannot accommodate HHG greater than the administrative weight allows (See Paragraph 5, Furniture Oversized, of General Instructions). Prior to requesting an individual increase to the administrative weight restriction, Soldiers should contact their gaining Garrison's housing office through their sponsor to request information related to the type of housing the community has to offer. DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

Alcoholic beverages are considered combustible and flammable material and may not be shipped with international household goods or unaccompanied baggage. If wine cellar or liquors are shipped, it is recommended to ship commercially. The shipment will be subject to Belgian importation taxes. Arrangements are the sole responsibility of the member.

#### b. CIGARETTES/TOBACCO PRODUCTS

Limited to seven(7) cartons duty free in personal property shipment.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

RADIOS AND STEREO EQUIPMENT: Are not restricted. There is an annual radio tax for each radio owned, including the car radio.

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

Televisions made for use in the US will not receive European signals. Armed Forces Network (AFN) broadcasts around Brussels and SHAPE may be received by US television sets, but access is limited to certain areas. Multi system, or European consoles are required for local cable and satellite reception. There is an annual TV tax for every TV in the household, approximate annual cost depends on black/white or color. US consoles receiving AFN only, are not taxed.

### c. OTHER (i.e. COMPATIBILITY, ETC)

All electrical sources are 220-240 volt, 50 Hz. Ensure electrical appliances conform, or are dual voltage/frequency. Transformers are readily available on the economy and thrift shops on station. Microwave ovens must be able to switch to 50Hz if connected to a voltage transformer. Plug adapters are readily available for converting lamps and other items to Belgian wall outlets, 220 volt bulbs are readily available.

## 5. FURNITURE, OVERSIZED

Government and Economy living quarters are generally smaller than those in CONUS. Economy housing in Germany may accommodate more HHG than government quarters, but are still smaller than homes and apartments in the United States. Many have narrow doorways and tight stairwells that cannot accommodate furniture that would fit easily into an American home. Service members shipping large items such as king and/or queen size box springs and mattresses, oversized sofas, or other large furniture items that cannot be disassembled, may encounter problems when residing in government or economy housing due to narrow stairwells. Washers, dryers, ranges, refrigerators, kitchen cabinets, and wardrobes are furnished for Government and Economy quarters. There is no Non-temporary storage in Europe authorized for HHG shipped in excess of what will fit, or is too large to be placed in, the Soldiers living quarters. Excess property shipped will not be stored at Government expense. Storage will be at the Soldiers expense.

## 6. PETS/QUARANTINE

Standards laid out in the following document address requirements for shipping dogs, cats, and ferrets from the United States. PLEASE NOTE: Ferrets are not accepted as pets for movement on AMC military or commercially contracted aircraft. If you require information on shipments for ferrets or other exotic pets please contact your local USDA field office. NOTE: For the remainder of this document the term pet or pets refers to dogs and cats only. ATTENTION: An examination fee of 55 Euro per pet will be implemented February 1, 2013, for all non-EU citizens who import a pet into the country. A. Quarantine Period - There is no quarantine period for pets entering Germany. B. Identification (Via standard electronic identification system with a read-only passive radio frequency identification device known commonly as a transponder Microchip): (1) Complies with ISO standard 11784 and 11785 (2) Where the microchip does not comply with ISO standard 11784 or 11785, the owner or the natural person responsible for the pet on behalf of the owner must provide the means necessary (Microchip Reader/Wand) for reading the non-ISO compliant microchip at the time of inspection (3) The microchip must be implanted before the primary rabies vaccination or valid rabies booster is given to the pet before traveling: a) Primary Rabies Vaccine - This is the first rabies vaccination a pet ever receives; for EU countries this also applies to the first rabies vaccine given after the microchip was implanted; that is, rabies vaccinations received prior to the pet being microchipped are NOT recognized by the EU. b) Valid Rabies Booster - This is a rabies booster that was given to the pet before the previous (Either the primary rabies vaccine or another rabies booster) rabies vaccination expired

C. Rabies Immunization: (1) Please refer to "<http://www.aphis.usda.gov/regulations/vs/iregs/animals/> (Enter the destination country you will be residing in under "Search APHIS") (2) Pets less than three months of age coming from the United States may not always require the rabies vaccination IF: (a) These pets have pre-authorization from the EU member state BEFORE entering the country (3) Any one year dose or three year dose rabies vaccine is valid as long as it is a U.S. approved vaccine, and was administered according to the manufacturer's specifications (for instance, a vaccine labeled for 1 year use cannot be utilized as a 3 year vaccine) (4) A valid rabies vaccine must occur after the animal has been microchipped to be valid for entry into an EU member state (5) At least 21 days must have elapsed between the completion of the primary rabies vaccination (as specified above) and before the pet enters the EU member state. (a) However, if the animal received a valid rabies booster - 21 days does not have to elapse before travel. (6) If a pet has received a non-ISO compliant microchip and then received a valid rabies vaccination with 21 days having elapsed since that vaccination and entering the EU member state; they: (a) Do not require implantation of another ISO compatible microchip, but are required to carry with them a microchip reader/wand capable of reading the non-ISO compatible microchip implanted in their pet (b) Do not require administration of another rabies vaccination before traveling as long as the rabies vaccination received is still valid (c) Can have an ISO compatible microchip implanted in their pet so they do not have to carry the reader/wand with them 1. If they get this ISO compatible microchip implanted, they do not have to receive another rabies vaccination following this second microchip implantation. They are only required to document both chips on the required forms with their implantation dates D. Documentation (Verify the correct required documentation with your local USDA office): (1) APHIS Form 7001 (Nov 2010) Acquired from any Army veterinarian, local veterinarian or USDA office (a) Valid for only 30 days after issuance

1. Timeframe the form is valid can be shortened per the requirements of the Airline the service member is traveling on (b) Requires certification by a USDA Accredited Veterinarian, Army Veterinarian, or GS 0701 Veterinarian before travel (c) This form is not required to enter the European Union (EU) 1. However, it's highly recommended that service members acquire this form before travel from their on-base Army veterinarian to preclude the following: a. If a member flies on a commercial carrier they may be required to have this form b. If a member is scheduled to fly Patriot Express and somehow has to divert to a commercial carrier, having this form in advance alleviates last minute costs (\$200) or delays 2. This form is not required to travel on Patriot Express (2) EU Non-Commercial Pet Form (Bilingual Health Certificate) (a) For "Pets Dog, Cats, and Ferrets" destined to Germany, see link Under Pets heading Pets Dog, Cats, and Ferrets) Please refer to "<http://www.aphis.usda.gov/regulations/vs/iregs/animals/> (Enter the destination country you will be residing in under "Search APHIS") (b) Valid for 10 days to enter European Union and 4 months once inside the European Union 1. Timeframe the form is valid can be shortened per the requirements of the Airline the service member is traveling on

(c) Requires certification by a USDA Accredited Veterinarian, Army Veterinarian, or GS 0701 Veterinarian before travel E. Helpful Hints: (1) As soon as you know you are going to travel and no later than 22 days prior to travel, get your pet microchipped first and then vaccinated for rabies if you have not already done so. Remember: A VALID RABIES VACCINE MUST OCCUR AFTER THE MICROCHIP IS IMPLANTED (a) This will ensure the required 21 days has elapsed post vaccination prior to travel (2) When completing your required documentation (before

you mail the forms or travel to your local USDA office to get them certified, if not using your on base Army veterinarian), fax or over-night ship them to your local USDA office to ensure they are filled out correctly before traveling to their office (a) This will ensure you do not waste travel time or postage only to have to redo the paperwork (3) Many overseas bases have a full-time veterinarian on staff as well as commercial veterinarians available on the economy (a) Most bases require pets to be registered with the base veterinarian after arrival. Check with base veterinarian for details (4) The pet cage or carrier (See carrier shipping rules for correct cage dimensions based on pet size) used for shipping the pet must be labeled with the owner's name, pet's name, owners (or nominated persons) address, contact number and contact number at the final destination. (5) Since 21 Apr 2001, Germany has had a law in place prohibiting importation of certain dog breeds regarded as dangerous. For more information consult [http://www1.zoll.de/english\\_version/a0\\_passenger\\_traffic/e0\\_vub/h0\\_dangerous\\_dogs/index.html](http://www1.zoll.de/english_version/a0_passenger_traffic/e0_vub/h0_dangerous_dogs/index.html). You may also contact the base veterinarian at your destination. F. Unauthorized Pets:

The import of Pit bull Terriers, American Staffordshire Terriers, Staffordshire Bull Terriers and their crossbreeding is prohibited. G. Fees: (1) The USDA form certification fee (approximately \$70+, plus any shipping and handling if by mail) (2) Transporting pets to and from the PCS destination is at the member's expense and cost is based on the size of the pet being transported. Connecting flights may have fees in addition to AMC fees from BWI. (3) EFFECTIVE 1 February 2013, The fee for the import examination is 55 EURO. (4) All pet requirements are at the member's expense.(5) Shipping pets back to the U.S. or out of Brussels, Belgium International Airport is expensive. This should be considered when bringing pets to Belgium or acquiring pets while stationed here.

## 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED.

### a. HAND GUNS

"Importation is PROHIBITED.

### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED.

### c. TOY RELATED GUNS

"Importation is PROHIBITED.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED.

## 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

### a. POVs (includes data on prohibited vehicles, colors, etc.)



Diesel POV Owners/Shippers: Environmental Emissions Restrictions on Diesel POVs operated within various German/Belgium/The Netherlands city limits are changing "daily". BEFORE SHIPPPING A DIESEL POV, Personnel should email USTRANSCOM-Europe Personal Property Office at <usarmy.sembach.598-trans-bde.mbx.ppd@mail.mil> and provide Make, Model, Year, and VIN #. USTRANSCOM-Europe will call their local RMV and obtain the most current information. Check back often, once we receive more concrete advice, this note will be updated.(1) All personnel are authorized one tax-free registered vehicle. Registration is annual and cost is based on the engine size. Estimated initial registration for a two(2) liter engine is 90 US dollars, subsequent annual registrations are approximately 15 US dollars. All additional vehicles must be registered if driven on the public roads, and the cost is commensurate with engine size. For example, the estimated cost for 4.0 liter engine vehicle is approximately 1,400 US dollars Trailers and all wheeled vehicle equipment must also be registered, if used on the public roads. Fines for failure to register are high. (2) All vehicles older than four(4) years must go through an annual technical control, for emissions and road worthiness. Estimated cost is 30 US dollars per year. (3) Belgian law requires POV having tinted glass to be equally transparent from either side. Tinted windows must not exceed a 30 percent reduction in light. Manufacturer tinted or self-adhesive film is permitted. Manufacturer tinted windows must have manufacturer's seal/mark. Windows may not be tinted and also be covered with self-adhesive film. Tinted film may not be mirror-type film. (4) Strongly recommend new and/or unregistered cars be shipped commercially, at member's expense, to Antwerp, Belgium, then seek reimbursement upon arrival. Shipment to Antwerp will avoid delays, facilitate clearing Belgium customs, simplify registration at the International Vehicle Registration Office. Registration and license plates are required to be with vehicle (Do not put plates in HHG). POVs arriving at Port Rotterdam without registration and plates will need to be trucked from the port to the duty station in Belgium at owner's expense.

#### b. MOTOR CYCLES/MOPEDS

"No restrictions identified." These should be shipped as part of the household good shipment. Must meet Belgian technical control requirements and be registered annually. Registration and road tax depends on engine size.

#### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

#### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

**a. CBS**

Citizen Band(CB) radios are restricted in power not to exceed 0.5 watts and must be registered for use by the Belgian Telegraph and Telephone Service. Army personnel must have approval of overseas command prior to shipment (AR 105-4).

**b. AMATEUR/HAM RADIOS**

“No restrictions identified.”

**c. MARS EQUIPMENT**

Mars equipment must be registered with the local authorities prior to use in Belgium.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Belgium should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Belgium. Separatees/retirees have to customs clear their personal property.

**13. OTHER**

DOS Arranged ITBL Local Agents:BelgiumPost: Antwerp Bureau: EURLocal Agents:GOVLOG N.V.Belcrownlaan 23 - 252100 Antwerp, BelgiumPost: Brussels Bureau: EURLocal Agents:3) Putters InternationalErasmuslaan 30B-1804 Cargovil-ZemstPOC:Luc PuttersTel 00-32-2-255-80.95e-mail ; luc.putters@putters.be1) Government Logistics NVBelcrownlaan 232100 DeurnePOC: Stephan jr. GeurtsTel: 00.32.3.360.55.22Email: StephanJr@govlog.be

## General Instructions: BELIZE (BZ)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

(1) ARMY PERSONNEL: (a) Accompanied tours: Full JFTR weight allowance for all areas.

(b) Unaccompanied tours: Weight allowance for single/unaccompanied personnel is limited to HHG transportation of 2,500 lbs. (net) or 25% (net) of the weight allowance in par. U5310-B, whichever is greater, including UB Transportation. Requests for exception may be submitted to the PPPO Installation Transportation Office identified in Special Instructions, Note 6, Record 43-4, IMCOM-E EURO Theater CPPSO. Soldiers will attach a copy of their orders to their individual request. Soldier's requests must show that they have confirmed the type of housing they will be assigned at their European PDS. Government quarters in Europe are small, and generally cannot accommodate HHG greater than the administrative weight allows (See Paragraph 5, Furniture Oversized, of General Instructions). Prior to requesting an individual increase to the administrative weight restriction, Soldiers should contact their gaining Garrison's housing office through their sponsor to request information related to the type of housing the community has to offer. Soldiers may obtain a sponsor through the USAREUR Sponsorship Gateway to Europe (S-GATE) at: <http://www.1perscom.army.mil/S-Gate/S-Gate%20Web%20Page/Default.htm> (c) Single/unaccompanied officers and personnel in grades of E7 through E9: Assigned to the following APO numbers in the Kaiserslautern area are authorized full JFTR weight allowance: 09009, 09012, 09021, 09054, 09180, 09227 and 09263. (2) Air Force Personnel: None. (3) Navy and Marine Personnel: None.

**b. CONTAINER/CRATING REQUIREMENTS**

No restrictions identified.

**c. HARD LIFT AREA**

No restrictions identified.

**d. UNACCOMPANIED BAGGAGE**

No restrictions identified.

**2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS**

Service members assigned to the Belize US Military Liaison Office(USMLO) are not authorized shipment of the following items at Government expense in their HHG: refrigerator, freezer, washer, and dryer. Above items will be provided by the USMLO after arrival in Belize.

**3. CONSUMABLES**

No restrictions identified.

**a. ALCOHOLIC BEVERAGES**

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

**b. CIGARETTES/TOBACCO PRODUCTS**

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

**c. COSMETICS**

No restrictions identified.

**d. FOOD STUFFS AND MEATS**

No restrictions identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT**

No restrictions identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restrictions. Health record or vet certificate is required.

**7. PRIVATELY OWNED FIREARMS (POF)**

Prior approval from the Ministry of Foreign Affairs and the US Ambassador is required.

**a. HAND GUNS**

No restrictions identified.

**b. RIFLES/SHOT GUNS**

US mission employees may import one shotgun (not more than 50 shotgun cartridges) and one .22 calibre rifle(not more than 100 rounds of .22 calibre cartridges).

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

Each diplomat is entitled to one duty-free vehicle. An officer whose spouse is resident with him/her in Belize is entitled to two duty-free vehicles. b. POV's customs clearance can begin prior to the arrival of the member. Advance copies of the GBL should be provided by fax to: 011-501-2-35321, ATTN: Mr. Frank Lord. Original Ocean Bill of Lading (OBL) is required in order to initiate customs clearance. OBL should be mailed by international courier (D.H.L., FEDEX or UPS) to: USMLO

c/o U.S. Embassy BELIZE, COR GABOUREL LANE AND HUDSON STREETS, BELIZE CENTRAL AMERICA, 501-2-77161. Name of owner, VIN or engine number, engine size, year, color, make, and model must be described on the OBL. c. For customs clearance and registration of POV, the original title or a bill of sale must be presented. POV's should be shipped and consigned as follows:  
NAME OF OWNER C/O US MILITARY LIAISON OFFICE UNITED STATES EMBASSY  
GENERAL SERVICE OFFICE BELIZE CITY, BELIZE TEL: 011-501-2-77161, FAX: 011-501-2-35321

#### b. MOTOR CYCLES/MOPEDS

Motorcycles are considered vehicles and not taxable if certified. Motorcycles/Mopeds can be shipped in personal property shipments. For customs and registration purposes, a title or Bill of Sale is necessary.

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Under the laws of Belize, third party liability insurance is required. Insurance policies are renewable annually. Insurance policies can be bought from any of the local insurance companies.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No restrictions identified.

#### a. CBS

No restrictions identified.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

No restrictions identified.

#### d. DISH ANTENNAS

No restrictions identified.

#### e. CORDLESS PHONES

No restrictions identified.

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Belize should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Belize.

## 13. OTHER

No restrictions identified.

## General Instructions: BENIN (BJ)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO)DOS arranged shipments: Contact (GBLOC:TPDL, DOS) Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact information:CotonouWes Boyd (Acting) BoydWJ@state.govTel:(229) 21-300650 4233FSN Contact information:Zerach Hessou; -Victorin E. A HessouZ@state.gov;AgboVE@state.govTel:(229) 21-300650 Ext. 4235;CotonouGSOshipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." (1) ARMY PERSONNEL: (a) Accompanied tours: Full JFTR weight allowance for all areas. (b) Unaccompanied tours: Weight allowance for single/unaccompanied personnel is limited to HHG transportation of 2,500 lbs. (net) or 25% (net) of the weight allowance in par. U5310-B, whichever is greater, including UB Transportation. Requests for exception may be submitted to the PPPO Installation Transportation Office identified in Special Instructions, Note 6, Record 43-4, IMCOM-E EURO Theater CPPSO. Soldiers will attach a copy of their orders to their individual request. Soldier's requests must show that they have confirmed the type of housing they will be assigned at their European PDS. Government quarters in Europe are small, and generally cannot accommodate HHG greater than the administrative weight allows (See Paragraph 5, Furniture Oversized, of General Instructions). Prior to requesting an individual increase to the administrative weight restriction, Soldiers should contact their gaining Garrison's housing office through their sponsor to request information related to the type of housing the community has to offer. Soldiers may obtain a sponsor through the USAREUR Sponsorship Gateway to Europe (S-GATE) at: <http://www.1perscom.army.mil/S-Gate/S-Gate%20Web%20Page/Default.htm> (c) Single/unaccompanied officers and personnel in grades of E7 through E9: Assigned to the following APO numbers in the Kaiserslautern area are authorized full JFTR weight allowance: 09009, 09012, 09021, 09054, 09180,09227 and 09263.(2) Air Force Personnel: None.(3) Navy and Marine Personnel: None.DOS arranged shipments: Contact DOS.



**b. CONTAINER/CRATING REQUIREMENTS**

No restrictions identified.

**c. HARD LIFT AREA**

No restrictions identified.

**d. UNACCOMPANIED BAGGAGE**

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

**2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS**

No restrictions identified.

**3. CONSUMABLES**

DOD and DOSJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Cotonou, Benin as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

**a. ALCOHOLIC BEVERAGES**

"No restrictions identified."

**b. CIGARETTES/TOBACCO PRODUCTS**

"No restrictions identified."

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

a. HOME COMPUTERS

"No restrictions identified."

b. TVs/VCRs

"No restrictions identified."

c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

5. FURTNITURE, OVERSIZED

No restrictions identified."

6. PETS/QUARANTINE

No restrictions identified."

7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

a. HAND GUNS

"Importation is PROHIBITED."

b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

c. TOY RELATED GUNS

"Importation is PROHIBITED."

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Benin should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Benin. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

**13. OTHER**

DOS arranged shipmentsITGBL Contact information. Cotonou Bureau: AFLocal  
Agents:KANGOUROU LOGISTICSC/1300 SAINTE RITA02 BP 1163 COTONOU, BENINOFFICE  
TEL (229) 96154037,MANAGER: CLEMENTGNANSOUNOUCCELL PHONE (229) 95 42 99  
09EMAIL::KANGOUROULOGISTICS@GMAIL.COM\*\*\*INCOMING ANDOUTGOING  
SHIPMENTSCERAGEM SARLC/3915 FIDJROSSE-KPOTA, 12EARRONDISSEMENT,  
COTONOUGENERAL MANAGER: BIENVENU AMOUEMAIL: CERAGEM.SARL@GMAIL.COMTEL:  
+229 95964035/98566060/6999205101 BOX 4586 COTONOU REPUBLIC OF  
BENIN\*\*\*INCOMING ANDOUTGOING SHIPMENTSALBATROS COMPANYMISSITE 524  
ILOT 372 PARCELLE E-COTONOUGENERAL MANAGER: FRANCK ABALOTEL: +229  
94850808/97316464EMAIL:  
F.ABALO@ALBATROS.COM/CONTACT@ALBATROSCOMPANY.COMOPERATIONS MANAGER:  
FELICITE AGUEGUETEL: +229 95 60 22  
76EMAIL:F.AGUEGUE@ALBATROSCOMPANY.COMWEBSITE:  
WWW.ALBATROSCOMPANY.BJ\*\*\*INCOMING ONLY

## General Instructions: BERMUDA (BM)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.



## General Instructions: BHUTAN (BT)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.d.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: BOLIVIA, PLURINATIONAL STATE OF (BO)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

Effective 1 October 2012 GBLOC ZBDK (La Paz) shipments for DOD and U.S. Coast Guard Personnel assigned to the Diplomatic Mission in La Paz must be routed per the special instructions shown on PPCIG page for GBLOC ZBDK. SHIPMENT RESTRICTIONS: Cannot exceed door dimensions of C 130 which is: width 114 inches, height 105 inches.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

La Paz requires a copy of commercial bill of lading and/or PPGBL prior to receipt of shipment in order to initiate customs clearance. DOCUMENTATION REQUIRED FOR CUSTOMS CLEARANCE:

HHE - OBL, PL, PASSPORTUAB - AWB, PL, PASSPORTPOV - INVENTORY - OBL, TITLE, INVOICEOFV - OBL, CERTIFICATE OF TITLE, INVOICE, YR, MODEL, COLOR, MAKE, VIN AND ENGINE #SPECIFIC REMARKS IN THE B/L3. DIPLOMATIC CARGO IN TRANSIT TO LA PAZ, BOLIVIAPOV/OFV ADDITIONAL SHIPPING INSTRUCTIONS; YEAR, MODEL,COLOR, MAKE, VIN# AND ENGINEIF SHIPMENT IS CNS TYPE, IN "DESCRIPTION OF PACKAGES AND GOODS" BLOCK= "HOUSEHOLD GOODS" INSTEAD OF "CONSUMABLES"

### 3. CONSUMABLES

A. Uniformed Service Member1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee1. A civilian employee, is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Can be imported in HHGs shipments. Limited to 1 case or 12 bottles.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

Dogs and cats are permitted entry with no quarantine. They require a US Public Health Certificate of Vaccination against rabies. Also required is a Certificate of General Good Health. Both must be legalized by a Bolivian Consulate official just prior to CONUS departure.

**7. PRIVATELY OWNED FIREARMS (POF)**

Personal Firearms are NO LONGER PERMITTED to be shipped into Country as part of HHG, UAB, Consumables, etc.

**a. HAND GUNS**

Not Permitted

**b. RIFLES/SHOT GUNS**

Not Permitted

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

Not Permitted

**8. PRIVATELY OWNED VEHICLES (POVs)**

SPECIAL REQUIREMENTS: Name of owner, VIN number or engine number, color, make, and model must be described on the original bill of lading. Copy of Certificate of Title and Passport is required. The US Embassy GSO Customs & Shipping Section provides service for the US Mission in Bolivia. No importation of diesel vehicles or vehicles where model year not to exceed 2yr from current year, (ie: for 2015, not older than 2013)(strictly enforced). There are also severe value restrictions on imported vehicles based on diplomatic rank. Shipments must be addressed directly to the consignee at the US Embassy in La Paz via the port of Arica, Chile. \*Do not send shipments via Iquique or any other port\* Post recommends that small shipments (crates smaller than an individual lift-van) be consolidated in Miami at Seaboard Marine. Contact [LA\\_PAZ\\_CUSTOMS\\_AND\\_SHIPPING@state.gov](mailto:LA_PAZ_CUSTOMS_AND_SHIPPING@state.gov) for more detailed information.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) All PCS military are authorized duty-free Import of one POV. Shipment of military POVs should be to La Paz, Bolivia via, Arica (EE2), Chile. Vehicles should be consigned to COMUSMILGP - Bolivia, American Embassy, La Paz, ATTN: ATO. Vehicles must be crated and securely tied down inside containers, as they are shipped overland across the Andes to Bolivia; major damage has occurred when vehicles have broken loose from mountings inside containers. Vehicles must not be ostentatious. Removable POV accessories (i.e., radios, tape decks, extra mirrors, lighters, extra tools) should be shipped as HHG as they have a tendency to disappear in transit. Specific and up to date information should be obtained from the sponsoring country prior to shipment of POV. (2)

If you plan to ship a POV to post, be advised that the Bolivian government has established limitations on the value of POVs imported by diplomatic personnel. The value limits shown below include \$3,500 for shipping charges and the actual cost of insurance or two (2) percent of value of the POV if insurance is not purchased. This should be taken into account when determining the maximum purchase price of our vehicle. (a) VALUE LIMITS BY POSITION ARE AS

FOLLOWS:

1. First Category: Chief of Mission - No value limit.
2. Second Category: Charge D'Affaires - US Dollars, \$36,000.
3. Third Category: Counselors, First Secretaries, Vice-Counsuls, Army, Navy, and Assistant Attaches - US Dollars \$31,200.
4. Fourth Category: Second and Third Secretaries, Vice Consuls, Army, Navy, and Assistant Attaches - US Dollars \$28,800.
5. Fifth Category: Cultural and Commercial Attaches, Civil Assistant Attaches, International Mission Experts - US Dollars \$27,600.
- Sixth category: Administrative and Technical staff - \$22,900 USD

For vehicles that exceed these values, the employees will be personally responsible for importation taxes on the excess. The GOB does not permit the importation of diesel engine vehicles. (b) Post recommends that POVs sent to Bolivia have at least six(6) Cylinders, mountain gearing, and manual transmission because of hills and altitude. Four wheel drive vehicles are very popular and recommended by many employees, especially if you plan to travel outside of the city. Manual transmissions often have better resale value. The resale market for POVs is generally good. (3) In order to clear customs, the Embassy requires a commercial invoice and original bill of lading. Original bill of lading should be mailed by international courier (D.H.L., FEDEX, or UPS) to: USMILGP - Bolivia, American Embassy La Paz, ATTN: General Service Officer prior to the arrival of vehicle at the port. POV should be consigned to: American Embassy La Paz, No. 2780 Ave Arce, La Paz, Bolivia, (591) 243-30251 (telephone)/(591 243-3047 Fax number.

(b) Post recommends that POVs sent to Bolivia have at least six(6) Cylinders, mountain gearing, and manual transmission because of hills and altitude. Four wheel drive vehicles are very popular and recommended by many employees, especially if you plan to travel outside of the city. Manual transmissions often have better resale value. The resale market for POVs is generally good. (3) In order to clear customs, the Embassy requires a commercial invoice and original bill of lading. Original bill of lading should be mailed by international courier (D.H.L., FEDEX, or UPS) to: USMILGP - Bolivia, American Embassy La Paz, ATTN: General Service Officer prior to the arrival of vehicle at the port. POV should be consigned to: American Embassy La Paz, No. 2780 Ave Arce, La Paz, Bolivia, (591) 243-30251 (telephone)/(591 243-3047 Fax number.

### b. MOTOR CYCLES/MOPEDS

Not considered POVs; ship as HHG. If imported, must pay heavy import tax.

### c. GASOLINE/CATALYTIC CONVERTERS



Only leaded or diesel fuel are available in Bolivia, so you may wish to have your catalytic converter removed in the U.S. prior to shipment.

#### d. INSURANCE AND SAFETY REQUIREMENTS

The government of Bolivia requires third party liability insurance for all vehicles, which can be purchased locally. The Embassy also recommends that you have coverage for comprehensive and collision. Do not forget to insure POV en route to post. Make sure insurance company covers Bolivia.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No restrictions identified.

#### a. CBS

No restrictions. MARS operators must register with local authorities.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

No restrictions identified.

#### d. DISH ANTENNAS

No restrictions identified.

#### e. CORDLESS PHONES

No restrictions identified.

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Bolivia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Bolivia.

### 13. OTHER

No restrictions identified.

## General Instructions: BONAIRE, SINT EUSTATIUS, AND SABA (BQ)

### 1. SHIPMENT INSTRUCTIONS

No restrictions identified.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restrictions identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No restrictions identified.

**a. HAND GUNS**

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

No restrictions identified.

**13. OTHER**

No restrictions identified.

## General Instructions: BOSNIA AND HERZEGOVINA (BA)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) For DOS arranged moves: Contact (GBLOC: UKDZ, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact information: Sarajevo Todd Katschke KatschkeTM@state.govTel: +387 33 70-4319 ext3319;FSN Contact Information: Almir Pasic; Daniel J O'Rourke PasicA@state.gov;orourkedj@state.govTel: +387 33 704 380; +387 33Group Emailcssarajevo@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No shipments can be cleared through BH customs office prior to the member's arrival at post. To avoid unnecessary demurrage charges, past strongly suggests shipments be timed to coincide with the employee's arrival at Sarajevo.

### 3. CONSUMABLES

DOD arranged shipments: A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee, is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. DOS arranged shipments:

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

Primary power in Bosnia is 220V/50HZ. Voltage regulators and/or uninterruptible power supplies should be brought for sensitive electronic equipment, i.e., computers, stereos. Post issues two step-down transformers per housing unit for use with 110 volt appliances. A complete welcome kit is supplied for use until an employee's HHE shipment arrives. This kit includes kitchenware, a coffeemaker and toaster, china, glassware, flatware, iron, ironing board, bedding and towels.

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

Permanent housing in Sarajevo consists of short-term leased government-furnished quarters. The Embassy's Interagency Housing Board (IAHB) assigns housing in accordance with the space standards in 6 FAM 720. Housing assignments are usually finalized two months prior to the employee's arrival, provided that post has accurate arrival information. The IAHB makes assignments based on the units available at the time of the employee's arrival, considering employee preferences and special circumstances when possible. The embassy housing pool includes apartments, townhouses and some single family homes. The quality of available housing in Sarajevo has improved in recent years, but units with a lot of storage space continue to be hard to find. Some employees detailed or seconded to international organizations are on a living quarters allowance (LQA) and do not receive embassy-leased housing. Employees must keep lack of storage in mind when planning shipments; post cannot provide warehouse space for employees' personal effects. Garages here tend to be smaller than in the United States and larger vehicles such as SUVs are sometimes a tight fit. Post provides major appliances, including, two-room air conditioners, refrigerator/freezer, washer and dryer and a microwave oven. Optional items such as portable fans and space heaters are available on request. The Post housing handbook gives a full listing of household furnishings and appliances provided by post. New arrivals are provided with a welcome kit, which includes flatware, silverware, basic kitchen appliances, vacuum cleaner, pots and pans, and bedding and bath linens until household effects arrive.

## 6. PETS/QUARANTINE

There is no prohibition on bringing pets into Bosnia. A recent vaccination record is required to import animals. Most hotels do not accept pets and most embassy residences do not have yards for larger animals. Procedures for shipping animals vary from airline to airline - check carefully when planning to bring in a pet. Employees are responsible for any pet damage to embassy housing or furnishings.. Good veterinary care is available in Sarajevo.

## 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

### a. HAND GUNS

"Importation is PROHIBITED."

### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

### c. TOY RELATED GUNS

"Importation is PROHIBITED."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

Employees assigned to Sarajevo may ship a POV no older than seven years to Post. Accredited diplomats may register their vehicles free of charge, there is a fee of about \$100. per year for registering a vehicle for those with administrative and technical status. Employees should hold a valid US driver's license to operate a vehicle in Bosnia. Cars older than seven years at the time of import must be exported upon the end of the employee's tour in Bosnia - they cannot be sold in Bosnia. For this reason post strongly recommends that personnel avoid importing cars older than seven years. Dealer service of US Spec vehicles is unavailable here, but local mechanics can fix many problems. Audis, Renaults, and Volkswagens are sold and serviced in the Sarajevo area. Four wheel drive vehicles are highly recommended as roads in Bosnia are rough and icy in winter.

**b. MOTOR CYCLES/MOPEDS**

Motorcycles can be shipped to post with HHE, but be aware operating a motorcycle in Bosnia cannot be considered safe given local traffic conditions and rough roads.

**c. GASOLINE/CATALYTIC CONVERTERS**

Lead-free gasoline is readily available.

**d. INSURANCE AND SAFETY REQUIREMENTS**

Bosnian law requires purchase of third party liability insurance from a local company. This insurance is available at a discount through an embassy contract.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

Special permit required.

**c. MARS EQUIPMENT**

Special permit required.

**d. DISH ANTENNAS**



“No restrictions identified.”

#### e. CORDLESS PHONES

“No restrictions identified.”

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Bosnia-Herzegovina should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Bosnia-Herzegovina. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

### 13. OTHER

DOS Arranged ITBL Local Agents:Bosnia-HerzegovinaPost: Banja Luka Bureau: EURLocal Agents:See SarajevoPost: Mostar Bureau: EURLocal Agents:See SarajevoPost: Sarajevo Bureau: EURLocal Agents:3) INTERMOVE - Moving & Relocation ServicesLuzansko polje 771 210 Ilidza, SarajevoBosnia – HerzegovinaPOC: Senad CatibusicT: + 387 33 525 143M: + 387 63 377 585E-mail: senad@intermovebosnia.com\*\*\*Bonded Facility2) MOVE ONEFran Andjela Zvizdovica 171000, SarajevoBosnia -HerzegovinaPOC: Mr. Edin GrapcanovicMobile: +387 61 140 952Tel: 387 33 295 601E-mail: bosnia@moveoneinc.com\*\*\*Bonded Facility1) AGS SarajevoLuzansko Polje 771 210 Ilidza, SarajevoBosnia – HerzegovinaPOC: Mr. Jasmin MoroMobile: +387 61 192 086Tel: 387 33 761 460Fax: 387 33 761 461E-mail: jasmin.moro@ags-globalsolutions.com\*\*\*Bonded Facility

## General Instructions: BOTSWANA (BW)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC:TRDL, DOS) Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information:GaboroneHarby Issa,Jr, issaH@state.govTel: 267 39 53 982x 2346FSN Contact Information:Daphne Ndlovu/ Michael Tebel ndlovud@state.gov /tebelem@state.govTel: 267 39 53 982x 2347Group Email:gaboronegsoshipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

The US Embassy is responsible for clearing shipments through customs. Supporting documents including invoice, inventory list, exemption certificate are required by Embassy to accompany the customs declaration.

### 3. CONSUMABLES

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS. The JFTR/JTR identifies Gaborone, Botswana as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010) A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs; 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs; 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. DOS arranged shipments: Contact DOS.

#### a. ALCOHOLIC BEVERAGES

"Importation is PROHIBITED."

#### b. CIGARETTES/TOBACCO PRODUCTS

Duty free importation allowance is 2000 cigarettes.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

Importation for personal consumption only, limited to 10 kilograms.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

Electrical power is 220 volt.

### 5. FURNITURE, OVERSIZED

"No restrictions identified."

## 6. PETS/QUARANTINE

Must have a veterinary permit and a health certificate. Rabies certificate cannot be more than one month old.

## 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

### a. HAND GUNS

"Importation is PROHIBITED."

### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

### c. TOY RELATED GUNS

"Importation is PROHIBITED."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

### a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

### b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

### d. INSURANCE AND SAFETY REQUIREMENTS

Third party liability insurance required. Contact Embassy for available companies.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is PROHIBITED."

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Agricultural permits must be obtained. Contact sponsor for further information.

## 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

### a. CBS

"No restrictions identified.", must obtain license from the Telecoms Authority.

### b. AMATEUR/HAM RADIOS

"No restrictions identified.", must obtain license from the Telecoms Authority.

### c. MARS EQUIPMENT

Permit from Telecomms Authority and Office of the President required.

### d. DISH ANTENNAS

"No restrictions identified."

### e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Botswana should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Botswana. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

## 13. OTHER

DOS arranged shipments: ITGBL Local Agents:BotswanaPost: Gaborone Bureau: AFLocal Agents:MR MOVE INTERNATIONALUNIT 4/B/2, PLOT 22098BDC WESTERN INDUSTRIAL ESTATEGABORONETEL; 391 2531CTC: ANTON HENRIKSEMAIL: move@mrmove.co.bwAGS FRASERS INTERNATIONALPLOT 14398, OFF NEW LOBATSE ROADGABORONE WEST INDUSTRIALP.O BOX 201874GABORONE, BOTSWANATEL: 392 2558CTC: VINCENT PIPLREEMAIL: vincent.piplre@agsfrasers.com

## General Instructions: BOUVET ISLAND (BV)

### 1. SHIPMENT INSTRUCTIONS

For DOD arranged shipments: Contact GBLOC WKAS. For DOS arranged moves: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

"No restrictions identified."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

**b. CIGARETTES/TOBACCO PRODUCTS**

"No restrictions identified."

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"No restrictions identified."

**a. HAND GUNS**

"No restrictions identified."

**b. RIFLES/SHOT GUNS**

"No restrictions identified."

**c. TOY RELATED GUNS**

"No restrictions identified."

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"No restrictions identified."

8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

11. TRANSMITTING EQUIPMENT

"No restrictions identified."

a. CBS

"No restrictions identified."

b. AMATEUR/HAM RADIOS

"No restrictions identified."

c. MARS EQUIPMENT

"No restrictions identified."

d. DISH ANTENNAS

"No restrictions identified."



e. CORDLESS PHONES

"No restrictions identified."

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

"No restrictions identified."

13. OTHER

"No restrictions identified."

## General Instructions: BRAZIL (BR)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No Restrictions Identified.

#### b. CONTAINER/CRATING REQUIREMENTS

DO NOT SEND PALLETS OR CRATES OF UNMARKED OR UNTREATED WOOD. All shipments should come with clear, durable, indelible ISPM 15 markings, which are not yellow or orange nor made by hand, on at least two opposite sides. Lift vans/Crates are considered a single unit (integrated components), and need to be marked on at least 2 sides, (3 is preferred) in a visible location. Dunnage, pallets, anchors, or small support pieces used to hold vehicles or products in place should be marked with complete markings and are treated as separate pieces. EACH PIECE MUST BE MARKED. Freight forwarders and shippers are required to insert clarification on wood treatment into the shipping instructions: wooden package (y/n), Wooden package (Not treated/not Certified), Wooden Package (treated and Certified). This should appear on the BOL and AWB. If wood was treated, the shipper is to indicate how in the instructions. UAB shipments should consist of cardboard boxes ONLY, and be shipped on plastic pallets ONLY. Condemned wooden will be returned to the origin at shipper's expenses and will delay cargo importation. Also, tires or any other vehicle parts CANNOT be shipped in the HHE.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

Port /Airport of RIO DE JANEIRO. Airfreight: UAB - Cardboard boxes only, plastic pallets, NO WOOD.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

A clear scanned copy is required in advance, please send: Invoice, AWB/BL, UAB, HHE and POV Inventories, Car Engine number (mandatory) and bill of sale/title TOCUSTOMS AND SHIPPING SECTION. LOCAL TIME LIMIT FOR IMPORTATION IS 6 MONTHS AFTER ARRIVAL OF EMPLOYEE not required- COMMERCIAL SHIPMENT AFTER THATEMPLOYEE REQUIRED TO BE IN COUNTRY PRIOR TO THE ARRIVAL OF THEIR SHIPMENTa. DD Form 1299 for shipment of unaccompanied baggage or household goods must be annotated to reflect the value of the property for consular invoice purposes. b. HHG and UB may arrive at post prior to employee's arrival since they can be held at the airport cargo terminal. However, documents for their customs clearance can only be processed after the employee arrives at post, is accredited by Government of Brazil and receives his/her Brazilian identification card, which may take from 3 to 5 weeks. The ID card is issued by the Foreign Ministry and not by the personal office at post. After the employee receives his/her identification card the HHG and UB should be cleared customs in approx. 3 weeks. c. In Brazil, there is a period of installation for the shipment of HHG and UB, which corresponds to the first 6 months after the employee's arrival at post. The Government of Brazil allows that, during the period of installation, the member ships to post as many HHG and UB he/she desires under the travel orders. It is important that the weight allowance is not exceeded. NOTE: After the period of installation, the Government of Brazil will not authorize importation for any HHG, UB, POV or any other item to Brazil under the members name.

### 3. CONSUMABLES

RIO DE JANEIRO POST DOES NOT RECEIVE CONSUMABLES SHIPMENT

#### a. ALCOHOLIC BEVERAGES

ALCOHOL IN THEHHG: There is no restriction as to the quantity of alcohol into Brazil, so we suggest you to bring areasonable quantity for personal use ONLY. Also, upon departure from post, alcohol cannot be shipped to the US trough State Department channels or to any other post where alcohol shipment is not allowed.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

ONLY DRY FOOD IN THE HHE

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT**

No Restrictions Identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

Dogs and cats are permitted entry. Advance notification (at least 10 working days in advance of arrival) to the US military agency assigned is required in order to arrange for clearance and free entry. Notification should include the type of animal, name of carrier and expected arrival date/flight. Dogs and cats require a public health certificate of vaccination against rabies. The vaccination must have been no less than 30 days but no more than a year before arrival. The certificate of vaccination must be validated by the US Department of Agriculture and submitted to a Brazilian Embassy or Consulate within which the USDA district office is located for authentication to receive a visa for the pet. Attach the certificate of vaccination with visa notations to the airway bill if you are not accompanying the pet. If the pet arrives with you, keep the vaccination certificate with you to facilitate clearance. Heartworm (filaria) is not prevalent in Brasilia, but is endemic in Rio de Janeiro and Sao Paulo. Important – PET AS CARGO: If your pet comes as CARGO, we strongly recommend the use of a broker service. Please, advise Customs & Shipping at the Embassy/Consulate so they can recommend a broker to you. The clearance usually takes 3-4 hours. All pets arriving at the international airport as cargo are sent from the arrival terminal to the cargo terminal to where the pet owner should proceed to clear them through customs. Customs & Shipping assistance to pets is very limited: the expeditor will accompany you to the cargo terminal; introduce you to the broker who will proceed with the clearance of the pet in your presence. The clearance service involves an extra cost of approximately US\$ 500.00, including: broker's services, documents fee and storage at the cargo terminal. The broker service should be paid by the pet's owner, in reais (R\$). The admittance of species other than dogs and cats, including pet birds, requires prior approval by the Ministry of Agriculture. The traveler must request an import permit from the Ministry of Agriculture in Brazil. In order to request import authorization or for further information, please contact the Ministry of Agriculture at [ctqa@agricultura.gov.br](mailto:ctqa@agricultura.gov.br) < Caution-mailto:ctqa@agricultura.gov.br >

**7. PRIVATELY OWNED FIREARMS (POF)**

a. If application for importation is made before arrival, the following information should be furnished to USMLO Brazilia (with info copy to organization assigned), purpose (hunting, target practice, self defense, etc.), caliber, make, number of barrels, type of barrels, telescopic sights (range), and serial number. Upon receipt of this information and approval by the Ambassador, permission is requested from the Ministry of War through the Ministry of Foreign Affairs for entry of the firearms. This approval takes at least 2 months, and no arms are cleared through customs without this permission. b. Importation of firearms requires prior authorization by the Ambassador in Brazilia and must be for personal use only. Only the following weapons have been approved by the Embassy and the Brazilian Government for importation:

**a. HAND GUNS**

2 Pistols, .38 caliber or smaller.

**b. RIFLES/SHOT GUNS**

2 rifles, .44 caliber or smaller.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

RESTRICTIONS: No diesel powered vehicles, no right handed vehicles and no tinted window other than factory made. Required information and documentation to Post before vehicle is shipped to Brazil: -Copy of passport -Copy of the title of the car (or any other document that shows the VIN number) -Photos of the car: front, back, left and right sides -PF Number (to be provided by post) Photos to include the entire car taken from the front, rear, left side, right side (four (4) photos) One photo of the VIN label (usually located inside the door frame or dashboard). A MOTORCYCLE CANNOT BE SHIPPED IN THE CONTAINER WITH HHE. IT MUST BE SHIPPED SEPARATELY AND UNDER INDIVIDUAL BL, AS A POV. Also, tires or any other vehicle parts CANNOT be shipped in the HHE. HHE, UAB or consumables MAY NOT be placed in the vehicle when shipped. Only a spare tire/wheel and jack may be stowed in the POV. DO NOT RE-IMPORT a vehicle that has been previously imported into Brazil. Also, please be advised that a POV transfer between Posts in Brazil is very bureaucratic and may take a long time (many months). No diesel POV's, no reflective or colored solar tinting (factory tint ok), NO right-hand drive vehicles are allowed importation. Motorcycle or boat considered a POV against entitlements (1 POV only). OTHER: Terminals/Vehicle Processing Centers ship POVs only upon receipt of message authorization from: Embassy Brasilia BrasiliaCustomsAndShipping@state.gov < Caution-mailto:BrasiliaCustomsAndShipping@state.gov > / RIO DE JANEIRO CONSULATERDJCUSTOMS@state.gov < Caution-mailto:RDJCUSTOMS@state.gov > / SAO PAULO CONSULATEsaopaulogsocustomsshopping@state.gov < Caution-mailto:saopaulogsocustomsshopping@state.gov > / RECIFE CONSULATEGSO\_Recife@state.gov <

Caution-mailto:GSO\_Recife@state.gov > / PORTO ALEGRE CONSULATEMartinsRW@state.gov < Caution-mailto:MartinsRW@state.gov > .Terminals send copy of Maritime Company original bill of lading via E-MAIL to American Embassy / CONSULATES so that customs clearance process can be initiated. The American Embassy neither encourages nor discourages purchase of a Brazilian manufactured automobile in lieu of shipment of a POV to duty station in Brazil but suggests personnel consider the following factors: 1. All US employees/Armed personnel assigned to Brazil may either import a car duty-free or purchase a Brazilian-manufactured car, exempt from manufacturer's tax. The car purchase value or local market price (Blue Book) cannot exceed \$28,000 US dollars (for entitled with an administrative title) or \$45,000 US dollars for those entitled with a consular or diplomatic title. 2. The employee or agency must e-mail the Embassy / Consulates stating the owner's name and rank, estimated time of arrival, and vehicle specification: year, make, model, VIN number AND engine number, color, purchased price, PHOTOS, title, type of fuel. 3. Customs clearance can only commence after employee received his/her accreditation (ID) from the Ministry of Foreign Affairs and CPF#, issued by Receita Federal. 4. The employee MUST contact the Embassy/Consulates before shipping the vehicle. 5. Vehicles belonging to two or more employees MUST NOT be shipped under the same Bill of Lading (BL). Each vehicle must be shipped under an individual BL. Repeat, vehicle MUST BE shipped separately under separate BLs. 6. Vehicles MUST BE shipped to the port of the corresponding Consulate/Embassy. 7. Once authorization for shipment is granted, to expedite the customs process, a copy of the BL MUST BE e-mailed to the post receiving the vehicle. OBL must have FULL NAME of owner, CPF#, EMBASSY/CONSULATE INFORMATION, complete description of vehicle to include year of manufacture, color, make model, VIN number. The accuracy of this information is vital to ensure POV shipment is not delayed. 8. A vehicle imported duty-free may be sold locally after it has been in Brazil at least 12 months (from date of customs clearance), provided the owner is transferred permanently from Brazil and required local import duties and taxes are paid. These duties and taxes gradually reduce until the vehicle has been in the country 3 years; then it can be sold locally duty free. Duties and related taxes can total 160 percent of the minimum value. Therefore, import duty tax will probably exceed the value of the imported vehicle until it has been in Brazil for the required 3 years. A POV SALE takes approximately 4 months. A vehicle imported duty-free must be exported from the country within 30 days after owner's departure. 12. If a car is not imported

1. Window tinting (other than factory installed tint) must be removed before importation. 2. Right-hand drive vehicles cannot be imported. 3. Diesel powered vehicles cannot be imported. 4. Vehicles with tires whose size extends beyond the wheel wells are prohibited – except for ATV (all-terrain vehicles) such as Hummer, Wrangler, Suzuki Jimmy, and similar.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

The American Embassy neither encourages nor discourages purchase of a Brazilian manufactured automobile in lieu of shipment of a privately-owned motor vehicle to duty station in Brazil but suggests personnel consider the following factors: 1. All US employees/Armed personnel assigned to Brazil may either import a car duty-free or purchase a Brazilian-manufactured car, exempt from manufacturer's tax. The car purchase value or local market price (Blue Book) cannot exceed \$28,000 US dollars (for entitled with an administrative title) or \$45,000 US dollars for those entitled with a consular or diplomatic title. 2. Authorization for importation/shipment of vehicles must be granted by the Embassy. The employee or agency must cable or preferably e-mail or fax (55-61-226-8470), to the Embassy stating the owner's name and rank, estimated time of arrival, and vehicle specification: year, make, model, VIN or engine number, color, purchase price,

type of fuel, statement of no tinted windows (unless factory manufactured), etc.3. Vehicle should arrive at the port of Rio de Janeiro close to the employee's arrival at post. Customs clearance can only commence after employee received his/her accreditation (carteira) from the Ministry of Foreign Affairs and CPF, issued by Receita Federal (Customs).4. The government of Brazil does not allow the importation of two vehicles. If an employee decides to ship a second, other than the one authorized duty-free by the GOB, this second vehicle must be brand new and the employee will have to pay full duties on it. The employee MUST contact the Embassy BEFORE the vehicle .5. Vehicles belonging to two or more employees MUST NOT be shipped under the same Bill of Lading (BL). Each vehicle must be shipped under an individual BL, even if vehicles belong to officers at the same post. Repeat, vehicle MUST BE shipped separately under separate BLs. If vehicles are shipped in the same container, customs process takes additional weeks which substantially increases the storage charges.6. Vehicles MUST BE shipped to the port of Rio de Janeiro. Our broker's office can move customs documents more rapidly through the port of Rio than in Santos. Customs processes at the port of Santos are lengthy. Besides, Santos is a more expensive port.7. Once authorization for shipment is granted, the shipper overseas MUST cable shipping details to post once vehicle is issued with the BL. To expedite the customs process, a copy of the BL MUST BE faxed to the post receiving the vehicle. The original Bill of Lading (OBL) must be forwarded by FedEx to post immediately after its issuance by the shipping line. OBL must have name of owner, complete description of vehicle to include year of manufacture, color, make model, VIN and/or engine number, purchase price, type of fuel, etc. The accuracy of this information is vital to ensure POV shipment is not delayed. Original copy of OBL must be mailed at earliest date to the American Embassy, Av. Das Nacoes, Quadra 801, Lote 3, 70400-00, Brasilia D.F., Brazil. The address for the Consulate in Rio de Janeiro is Av. Presidente Wilson 147B, Castelo, 20030-020, Rio de Janeiro, Brazil.8. The consignee block on the Bill of Lading MUST show the following sequence of information: MICHAEL MARSHALL FULL NAME OF EMPLOYEE (ABBREVIATION OF NAMES WILL SLOW DOWN CUSTOMS PROCESS) AMERICAN EMBASSY BRASILIA, BRAZIL VIA PORT OF RIO DE JANEIRO TEL: 55-321-7272 X2156 MICHAEL MARSHALL FULL NAME OF EMPLOYEE (ABBREVIATION OF NAMES WILL SLOW DOWN CUSTOMS PROCESS) AMERICAN CONSULATE GENERAL RIO DE JANEIRO, RJ - BRAZIL VIA PORT OF RIO DE JANEIRO TEL: 55-21-292-7117 X2618 9. Upon arrival at post, the employee must provide a copy of the POC's bill of sale and title to Embassy/consulate GSO Shipping and Customs Section. NOTE: Some damages occur to car tires received in containers at posts. Even though the vehicle may be strapped down inside of the container, the vessel's movement while at sea causes these vehicles to move, rubbing the tires against the wood. For all military Dispatches sending containerized vehicles to the states, suggest that when blocking and bracing these vehicles inside of container, protection be placed between the tires and the wood used for blocking. Place three pieces of cardboard, rags, or thick pieces of foam rubber between the rubber tires and the blocks of wood to prevent tires from rubbing against the wood blocks.10. Brazilian law prohibits the importation of diesel-powered passenger's vehicles by foreign personnel. Use of reflective or colored solar tinting, other than factory installed tinted glass, is also prohibited.11. A vehicle imported duty-free may be sold locally after it has been in Brazil at least 6 months (from date of customs clearance), provided the owner is transferred permanently from Brazil and required local import duties and taxes are paid. These duties and taxes gradually reduce until the vehicle has been in the country 3 years; then it can be sold locally duty-free. Duties and related taxes can total 160 percent of the minimum value (currently US \$17,000 for automobiles over 2,400 pounds established by the customs authorities. Therefore, import duty tax will probably exceed the value of the imported vehicle until it has been in Brazil for the required 3 years. Even after 3 years, the market for imported vehicles may be limited as local citizens must pay a high yearly road tax on imported vehicles (currently US \$2,000). A vehicle imported duty-free must either be sold or exported from the country within 30 days after owner's departure.12. Ford,



GM, Chrysler, Fiat, Alfa Romeo, Audi, Renault, Peugeot, Honda, and VW manufacture vehicles in Brazil. If a car is not imported, a new vehicle can be purchased with a tax exemption at a price about 40 percent lower than the normal Brazilian market. Most Brazilian car manufacturers offer both gasoline and alcohol powered models. Delivery may require 45-60 days, since the car must be ordered direct from the factory after receiving approval from the Brazilian Foreign Office. The car may be sold locally without tax payments provided it has been owned for at least 1 full year from the date the car left the factory. Prior to that, the car may only be sold to another individual with tax-free privileges who did not import a car. Brazilian automobiles do not generally meet US safety/environmental standards so it can not usually be imported into the US. Restrictions to importing vehicles to Brazil, 1. Window tinting (other than factory installed tint) must be removed before importation. 2. Right-hand drive vehicles cannot be imported. 3. Diesel powered vehicles cannot be imported. 4. Vehicles with tires whose size extends beyond the wheel wells are prohibited – except for ATV (all-terrain vehicles) such as Hummer, Wrangler, Suzuki Jimmy, and similar.

#### b. MOTOR CYCLES/MOPEDS

For Brazilian importation purposes, a motorcycle or a motorboat is considered a "vehicle". As such, they cannot be included in the HHG or UB shipments. The employee interested in this type of importation must follow the same procedures outlined in paragraph 8(a)(2) above.

#### c. GASOLINE/CATALYTIC CONVERTERS

The prices of gasoline and alcohol fuel are government influenced. Gasoline is expensive. Currently, more than \$US3.00/gal. Alcohol slightly less. Unleaded and premium gasoline are not available; however, both have approximately 25% alcohol content. This gasohol mixture may affect engine performance. CATALYTIC CONVERTERS: No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Your VALID driver's license is all you need to drive in Brazil. The Brazilian Government requires that all cars registered through the Consulate carry 02 types of insurance: 1) Additional Excess Liability Insurance (American Company) that covers a minimum of US\$300,000 for personal injury/US\$100,000 for property damages. And for Motorcycles minimum of US\$300,000 for personal injury/ US\$ 50,000 for property damages; 2) Third party liability Insurance (Brazilian Mandatory Insurance/DPVAT) provided by Customs and Shipping before installing plates, cost for cars around R\$ 122.23 and motorcycles R\$ 140.17. The Excess Liability coverage goes beyond the limits of the DPVAT coverage. Per previous experiences, NO American companies sell Excess liability insurance for Motorcycles in Brazil. Please check with your insurance company before coming to Rio de Janeiro. You will need the Additional Excess liability coverage in order to request license plates. Companies providing Additional Excess liability insurance on your vehicle will ask for proof of the DPVAT insurance here in Brazil before paying any claim. Registration is paid by the POV owner and the cost is around R\$ 511.00. Insurance policies are valid for one year. Therefore, when expired, the renewal of the both policies must be made, as this is a condition for official vehicles and those of functionaries' holders of privileges and immunities to remain in a regular situation (MFA POV taxes and charges < Caution-[http://www.cgpi.itamaraty.gov.br/en-us/taxes\\_and\\_charges.xml](http://www.cgpi.itamaraty.gov.br/en-us/taxes_and_charges.xml) > ). Without endorsing any firm or service, most employees at Post have presented car insurance policies issued by: Clements and Company (Caution-<http://www.clements.com> < Caution-<http://www.clements.com> > ).



**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

No restrictions are imposed on importation of CB radios by DOD personnel. There are restrictions on use.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Brazil should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Brazil.

**13. OTHER**

GSO: Jennifer Sheehan: sheehanjk@state.gov FSN: Juliana G Barbosa: barbosajg@state.gov

## General Instructions: BRITISH INDIAN OCEAN TERRITORY (IO)

### 1. SHIPMENT INSTRUCTIONS

DPM UB IS THE ONLY AUTHORIZED MODE OF SHIPMENT TO DIEGO GARCIA, BOIT (GBLOC - RPNY).- Ship DPM UB via AMC: Travis APOE-SUU to Diego Garcia APOD-NKW. - Shipment of HHG is NOT AUTHORIZED. DPM UB shipment should be consigned to: Personal Property Officer

US Navy Support Facility, Diego Garcia via 60 APS, 90 RAGSDALE ROAD, BLDG 977 TRAVIS AFB, CA 94535-2941 M/F member and unit of assignment. All DPM shipments must be properly packaged/documentated IAW DTR Part IV, Appendix G and advanced into the airlift system IAW DTR Part II prior to arrival at SUU. In the event the origin PPSO does not have DPM contractor capabilities, the PPSO must route shipment as Code 2, with no SIT authorized. Origin GBLOC must prepare and provide to Origin Agent (OA): - the military shipping label(s), - TCMD with valid TAC/TCN and - Travel Orders. OA needs to be instructed to insert those documents into a packing list and attach to number one container. The awarded Code 2 TSP needs to be instructed to direct deliver shipment to the Travis aerial port at 90 RAGSDALE ROAD, BLDG 977, TRAVIS AFB, CA 94535-2941 with no offering to the customer and no SIT. When Code 2 is not available due to blackout, you may then consider one of the following options: 1. Obtain required packing/crating services under local purchase provisions prior to shipment to SUU for entry into the airlift system. 2. Shipment via DPS (Code D, intrastate/interstate) to the nearest DPM contractor within the PPSO respective AOR to obtain required DPM services prior to shipment to SUU for entry into the airlift system. In all cases, PPSO must forward a copy of advanced documentation (e.g., TCMD, DD Form 1299 and Travel Orders, etc.) to the APOE-SUU 60APS.TROTD.TMODocumentation@us.af.mil and 60aps.csb@us.af.mil with GBL, TCN and customer name in subject prior to shipment arrival. In addition, DPM/AMC shipments destined for Diego Garcia transit through Hickam AFB, Hawaii (HIK), therefore, add 7 days to the transit time. (CH 26-May-2021 TCJ9-OH-Pacific RB ENTIRE PARAGRAPH)

#### a. WEIGHT RESTRICTIONS

Unaccompanied baggage weight limited to 500 lbs for enlisted personnel and 1000 lbs for officer. Unaccompanied members have small living quarters, therefore, should limit the amount of personal property shipped. Living quarters are equipped with government-owned furnishings. These furnishings consist of refrigerator, television, VCR, microwave, range in some quarters, air conditioner, tables, chairs, chest of drawers, beds and washers and dryers for use during tour of duty in Diego Garcia.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

Unaccompanied baggage shipments to Diego Garcia may include only items such as clothing, linens, dishes, cooking utensils, light housekeeping items, radio, portable stereo, portable television, VCR, microwave, other small articles essential to the health of the member, bicycle and professional books, papers and equipment needed in the performance of official duties.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. It is a requirement that all personnel, O5 and below, have their personal property shipments cleared through British Customs prior to delivery. Member will be asked to sign British Indian Ocean Territory (B.I.O.T.) Customs declaration form. Items such as weapons, including knives, full or empty shell and cartridge casings, ALL drugs and controlled substances, pornographic or obscene materials including videos and magazines, any foodstuffs that are not commercially marked or processed, all medicines, including prescribed and non-prescribed drugs and all fishing and crab nets must be cleared. All drugs, drug-related item or items that promote the taking of controlled or illegal substance, any equipment used for, or to enable the weighing, processing that have not been declared are liable for confiscation and destruction. Any person willfully trying to conceal any items is liable for prosecution under the B.I.O.T. law. Member must bring receipts or proof of purchase or a legible copy of inventory for registration of bicycles with B.I.O.T. Police Office. It is also a requirement cyclists must wear cycling helmets.

## 3. CONSUMABLES

No Restrictions Identified.

### a. ALCOHOLIC BEVERAGES

Liquor/alcoholic beverages are permitted provided they are hand-carried.

### b. CIGARETTES/TOBACCO PRODUCTS

Tobacco products are permitted provided they are hand-carried.

### c. COSMETICS

No restrictions identified.

### d. FOOD STUFFS AND MEATS

Foodstuffs and meat products in sealed commercially packed containers are admissible. Fresh foodstuffs or anything perishable are not permitted.

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

All medicines are to be declared, including prescribed and non-prescribed drugs. This includes any vitamins.

## 4. ELECTRICAL EQUIPMENT

--UNMANNED AERIAL VEHICLES (DRONES) Due to the classified and restricted nature of the installations on the Island and the resources required to monitor them, ALL UAVs/drones are PROHIBITED from Diego Garcia.(CH 03-Aug-2016 SDDC-PAC RB)

**a. HOME COMPUTERS**

No restrictions.

**b. TVs/VCRs**

Portable TVs and VCRs; no restrictions.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

Household good items, including furniture items are prohibited. Oversized furniture and non-essential items should be placed in non-temporary storage at origin until duration of members' overseas Diego Garcia tour.

**6. PETS/QUARANTINE**

No pets allowed in Diego Garcia.

**7. PRIVATELY OWNED FIREARMS (POF)**

Importation is prohibited. All weapons(to include knives, spear, guns, etc), or anything that could be used as a weapon are prohibited on Diego Garcia. Full or empty shell and cartridge casings are prohibited.

**a. HAND GUNS**

Importation is prohibited.

**b. RIFLES/SHOT GUNS**

Importation is prohibited.

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

Importation is prohibited.

**8. PRIVATELY OWNED VEHICLES (POVs)**

Bicycles are authorized.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

Shipment of POV is not authorized. Adequate Navy owned transportation is available.

**b. MOTOR CYCLES/MOPEDS**

Motor bicycles, motorcycles, motor-scooters, and motorized go-carts are not authorized.

#### c. GASOLINE/CATALYTIC CONVERTERS

Not available.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Bicyclists are required to wear cycling helmets.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

All pornographic or obscene materials on any mediums, video tapes, CD-ROM, magazines, laser disks, etc., are prohibited.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Prohibited.

### 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

#### a. CBS

Importation is prohibited.

#### b. AMATEUR/HAM RADIOS

Prohibited.

#### c. MARS EQUIPMENT

Prohibited.

#### d. DISH ANTENNAS

Prohibited.

#### e. CORDLESS PHONES

No restrictions.

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Separating and retiring to Diego Garcia is not authorized.

### 13. OTHER

- a. Authorized separatees, retirees, bluebark members and DOD civilian employees are entitled to ship from Diego Garcia to the Philippines. Andersen AFB, Guam, is the designated intransit port for all unaccompanied baggage shipments from Diego Garcia utilizing the one-time-only (OTO) rate solicitations for onward movement to the Philippines. b. Personal property storage facilities are not available in Diego Garcia.

## General Instructions: BRITISH VIRGIN ISLANDS (VG)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

Unaccompanied baggage weight limited to 500 lbs for enlisted personnel and 1000 lbs for officer. Unaccompanied members have small living quarters, therefore, should limit the amount of personal property shipped. Living quarters are equipped with government-owned furnishings. These furnishings consist of refrigerator, television, VCR, microwave, range in some quarters, air conditioner, tables, chairs, chest of drawers, beds and washers and dryers for use during tour of duty in Diego Garcia.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

Unaccompanied baggage shipments to Diego Garcia may include only items such as clothing, linens, dishes, cooking utensils, light housekeeping items, radio, portable stereo, portable television, VCR, microwave, other small articles essential to the health of the member, bicycle and professional books, papers and equipment needed in the performance of official duties.

**2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS**

No restrictions identified.

**3. CONSUMABLES**

No restrictions identified.

**a. ALCOHOLIC BEVERAGES**

No restrictions identified.

**b. CIGARETTES/TOBACCO PRODUCTS**

No restrictions identified.

**c. COSMETICS**

No restrictions identified.

**d. FOOD STUFFS AND MEATS**

No restrictions identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT**

No restrictions identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restrictions identified.

**7. PRIVATELY OWNED FIREARMS (POF)**



No restrictions identified.

**a. HAND GUNS**

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

No restrictions identified.

**13. OTHER**

No restrictions identified.

## General Instructions: BRUNEI (BN)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

Unaccompanied baggage weight limited to 500 lbs for enlisted personnel and 1000 lbs for officer. Unaccompanied members have small living quarters, therefore, should limit the amount of personal property shipped. Living quarters are equipped with government-owned furnishings. These furnishings consist of refrigerator, television, VCR, microwave, range in some quarters, air conditioner, tables, chairs, chest of drawers, beds and washers and dryers for use during tour of duty in Diego Garcia.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

Unaccompanied baggage shipments to Diego Garcia may include only items such as clothing, linens, dishes, cooking utensils, light housekeeping items, radio, portable stereo, portable television, VCR, microwave, other small articles essential to the health of the member, bicycle and professional books, papers and equipment needed in the performance of official duties.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

The US Embassy requires the below documentation IN ADVANCE of shipment arrival to initiate Importation Approval with the Brunei Ministry of Foreign Affairs and Brunei Customs declarations. HHG by sea: Ocean Bill of Lading, Inventory. POV: Ocean Bill of Lading, VIN, Engine number. UB: Air WayBill, Inventory. Consignee address and Mailing Address: American Embassy Brunei Attn: GSO/Shipping Spg 336-52-16-9 Jalan Duta BC4115 Brunei Darussalam Phone--673-238-4616, Extension 2148 Email--othmanmz@state.gov (CH 23-Mar-2016 SDDC-PAC-RB)

## 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location. (CH 05-May-2021 TCJ9-OH-PAC RB)

### a. ALCOHOLIC BEVERAGES

Importation limited to two (2) bottles of wine or spirits and 12 cans of beer. (CH 23-Mar-2016 SDDC-PAC-RB)

### b. CIGARETTES/TOBACCO PRODUCTS

Importation PROHIBITED. (CH 23-Mar-2016 SDDC-PAC-RB)

### c. COSMETICS

Personal, daily amounts allowed. (CH 23-Mar-2016 SDDC-PAC-RB)

### d. FOOD STUFFS AND MEATS

Importation PROHIBITED. (CH 23-Mar-2016 SDDC-PAC-RB)

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Importation PROHIBITED. (CH 23-Mar-2016 SDDC-PAC-RB)

## 4. ELECTRICAL EQUIPMENT

Importation of Electrical Equipment is allowed in HHG and UB shipments. If Electrical Equipment is contained in accompanied luggage, Importation Taxes (at customer expense) apply. (CH 23-Mar-2016 SDDC-PAC-RB)

### a. HOME COMPUTERS

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### b. TVs/VCRs

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### c. OTHER (i.e. COMPATIBILITY, ETC)

## 5. FURTNITURE, OVERSIZED

No Restrictions Identified.

## 6. PETS/QUARANTINE

Importation of pets are allowed. Customers are required to provide a Vaccine Certificate and Health Certificate to Post PRIOR to pet arrival into Brunei. Post will apply for Import Permits on the customer's behalf.(CH 23-Mar-2016 SDDC-PAC-RB)

## 7. PRIVATELY OWNED FIREARMS (POF)

Importation PROHIBITED.(CH 23-Mar-2016 SDDC-PAC-RB)

### a. HAND GUNS

Importation PROHIBITED.(CH 23-Mar-2016 SDDC-PAC-RB)

### b. RIFLES/SHOT GUNS

Importation PROHIBITED.(CH 23-Mar-2016 SDDC-PAC-RB)

### c. TOY RELATED GUNS

Importation PROHIBITED.(CH 23-Mar-2016 SDDC-PAC-RB)

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Importation PROHIBITED.(CH 23-Mar-2016 SDDC-PAC-RB)

## 8. PRIVATELY OWNED VEHICLES (POVs)

### a. POVs (includes data on prohibited vehicles, colors, etc.)

Importation of left-hand drive POVs under five (5) years from date of manufacture are allowed. Imported POVs ----MUST---- be exported out of Brunei at the end of tour. (CH 23-Mar-2016 SDDC-PAC-RB)

### b. MOTOR CYCLES/MOPEDS

Importation of Motorcycles under five (5) years from date of manufacture are allowed. Imported Motorcycles/Mopeds -----MUST----- be exported out of Brunei at the end of tour.(CH 23-Mar-2016 SDDC-PAC-RB)

### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions

### d. INSURANCE AND SAFETY REQUIREMENTS

POVs or Motorcycles must be insured and registered once in Brunei.(CH 23-Mar-2016 SDDC-PAC-RB)

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Importation PROHIBITED.(CH 23-Mar-2016 SDDC-PAC-RB)

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Importation PROHIBITED.(CH 23-Mar-2016 SDDC-PAC-RB)

## 11. TRANSMITTING EQUIPMENT

Prior to arrival at Post, customer must send: copy of passport (photo page), and detailed description of item(s) to be imported. Customers are subject to pay for License Fee (\$25 BND), and Import Permit (\$20 BND). Post will provide assistance to obtain License and Import Permit.(23-Mar-2016 SDDC-PAC RB)

### a. CBS

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### b. AMATEUR/HAM RADIOS

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### c. MARS EQUIPMENT

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### d. DISH ANTENNAS

.

### e. CORDLESS PHONES

No restrictions identified.

## 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No Restrictions Identified.

## 13. OTHER

No Restrictions Identified.

## General Instructions: BULGARIA (BG)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) For DOS arranged moves: Contact (GBLOC: UJDK, DOS) Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status GSO Contact Information: SofiaJamison Pixley

PixleyJF@state.gov Tel: +359 2 939 5672 FSN Contact information: Kristina Todorova  
TodorovaKD@state.gov Tel: 359 2 939 5640 Group  
email: Sofia\_GSO\_Customs\_and\_Shipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. To facilitate prompt customs clearance in Greece, it is important the words "Transit Cargo" appear on shipping documents and as part of the address on shipping containers. The Embassy normally arranges for transportation of the shipment by truck from ship side to Sofia. b. To ensure customs clearance, employees should provide to GSO/customs on arrival the make, model, serial numbers of POVs, radio, TV sets, computer equipment, audio equipment, VCR, typewriter, and major electrical appliances, optical and musical instruments and works of art (valued at 100 dollars or more). c. Member must be in the country, register with the Ministry of Foreign Affairs (MFA), and obtain diplomatic card in order to have personal shipments cleared. UAB and HHG should not be sent to post prior to the arrival of the member in the country. d. Administrative and Technical Staff (A&T staff) are limited to 6 months duty free entry of personal shipments. Please check with General Services Office, Shipping Section before leaving for post for any changes on this issue.

### 3. CONSUMABLES

DOD arranged shipments: "In accordance with the Joint Travel Regulations." The JFTR/JTR identifies Sofia, Bulgaria as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010) A. Uniformed Service Member1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.B. Civilian Employee1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. DOS arranged shipments: Contact DOS.

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

Agriculture certificate should be obtained to show inspection of produce; similarly meat and meat products may be subject to occasional quarantine, making certificates of origin/inspection desirable.



**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

Bring prescription medication in original container with prescription data/label.

**4. ELECTRICAL EQUIPMENT**

See item 13 (make/model/serial numbers should be provided on arrival) current is 220 volts, power surges are common, so bring surge protection equipment.

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

Most housing units are rather small, and there is very limited storage at post. Those planning to ship large items should contact General Services Officer prior to shipment.

**6. PETS/QUARANTINE**

Health certificates for all pets, issued by vet; current rabies certificate for dogs/cats.

**7. PRIVATELY OWNED FIREARMS (POF)**

"No restrictions identified." Must contact post Administrative Officer.

**a. HAND GUNS**

"No restrictions identified." Must contact post Administrative Officer.

**b. RIFLES/SHOT GUNS**

With Embassy approval, one sporting rifle or shotgun may be imported. Send telegram to post Administrative Officer, giving name of owner, date of birth, SSN, weapon type, make and serial number, the state in which weapon is registered.

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

Not recommended. Must contact post Administrative Officer.

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

Please provide the following information about your POV to the shipping section when you arrive at post: year of production, make, model, VIN, engine number, number of seats, color, cubic displacement (cc), horse power(h.p.), and approximate value.

#### b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

#### c. GASOLINE/CATALYTIC CONVERTERS

Limited supply of unleaded gasoline; employees planning to ship vehicle back to USA after tour may wish to have converted removed.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Embassy requires drivers to have third party insurance, available locally for about 60 dollars per year. Due to high incidence of theft, insurance as well as alarm, inspection before being registered.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Required for non-Bulgarian items. Contact post Administrative Officer if planning to ship such items.

### 11. TRANSMITTING EQUIPMENT

Contact post Communications Unit for specific information.

#### a. CBS

"No restrictions identified."

#### b. AMATEUR/HAM RADIOS

"No restrictions identified."

#### c. MARS EQUIPMENT

"No restrictions identified."

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Bulgaria should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Bulgaria. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

## 13. OTHER

DOS Arranged ITBL Local Agents: Country: BulgariaPost: Sofia Bureau: EURLocal  
Agents:1) Orbit Ltd.International Forwarding & MovingMember of Orphee Beinoglou  
Group16, Prodan Tarakchiev Str.1540 Sofia, Airport AreaBulgariaPOC: Ludmil  
RangelovCentral Tel.: +359 2 970 6300/400/500Direct Tel: +359 2 970 6311,Cell : +359 89  
990 3339Fax: +359 2 970 6333e-mail:  
lrangelov@orbit.bg  
hghgs@orbit.bg  
www.orbit.bg2) Matrix Relocations LLCBuilding 12,  
Business Park Sofia1766 Sofia, BulgariaTel: +359 2 807 6633Fax: +359 2 807 6631POC:  
Dessislava BosmanEmail 1: dessislava.bosman@matrixrelo.comEmail 2: sofia@matrixrelo.com

## General Instructions: BURKINA FASO (BF)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) DOS arranged shipments: Contact (GBLOC:TDDZ, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. Refer to 2023 Service Recognition Package for Special Incentive Posts.GSO Contact Information:OuagadougouJ ReedJA@state.gov ;KennedyCS2@state.govTel: (226)50495300 x5760FSN Contact listing:Narcisse Zongo zongon@state.govTel: (226)50495300 x5329Group email:Ougshippinglist@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.DOS:(Ouagadougou)HHE consisting of 7200 pounds net weight per tour.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS. DOS:(Ouagadougou)UAB consisting of 250 pounds gross weight

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

The Government of Burkina Faso allows duty-free entry of HHE for all diplomatic personnel for the full length of their assignments. Nondiplomatic personnel receive duty-free entry of effects for up to 6 months after arrival. Duty-free privileges for contractors vary, depending upon agreement reached between the Burkinabe Government and the particular project. Each accredited member of Mission is allowed one POV duty-free. If a second vehicle (including motorcycles and mopeds) is imported at the owners expense or purchased locally, the vehicle must be registered locally and will not be assigned diplomatic plates. GSO arranges customs clearance for HHE, consumables, and vehicle shipments. No restrictions exist on bringing foreign currency into Burkina Faso. There are no restrictions on shipping alcoholic beverages in your HHE.

### 3. CONSUMABLES

DOS arranged shipments: Contact DOS.DOS:(Ouagadougou)Consumables of up to 2500 pounds net weight per tourDOD and DOS For: Ouagadougou, Burkina Faso JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition.The JTR identifies Ouagadougou, Burkina Faso as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

“No restrictions identified.”

#### b. TVs/VCRs

“No restrictions identified.”

#### c. OTHER (i.e. COMPATIBILITY, ETC)

“No restrictions identified.”

### 5. FURTNITURE, OVERSIZED

“No restrictions identified.”

### 6. PETS/QUARANTINE

No quarantine is required to enter Burkina Faso. However, pets must be accompanied by an up-to-date rabies vaccination certificate that is at least one week, but not more than one year, old and a veterinary certificate attesting to the good health of your pet issued not more than 5 days before arrival. Dogs and cats are also required to have yearly rabies shots. While Burkina's rules for pet importation are generally less stringent than many other countries, your pet will almost certainly have to transit Europe to/from Burkina Faso. As a result, Post recommends that you ensure that your pet meets all of the stringent standards for importation into the European Union. If you choose not to follow the European requirements (spelled out in some detail below), you will almost certainly encounter headaches and heartaches trying to get your beloved Fido to/from Burkina. The European Union is implementing a continent-wide set of pet importation regulations that also affect animals that are transiting Paris via CDG airport. If you are transiting Paris, you must get a specific waiver of these regulations. To obtain a waiver, you must fax to the onsite veterinary official at CDG in advance a veterinary certificate attesting to the good health of your pet along with your flight numbers/itinerary. You should obtain your certificate of good health not more than 5 days and not less than 3 days prior to your departure. If your pet's rabies vaccination is more than one year old, you will also need to update this vaccination no less than 30 days prior to your departure. Fax your certificate and itinerary to: Services vétérinaires Roissy CDG rue du Plican zone de fret 1 BP10111 95701 Roissy CDG cedex Tel: (33)1.48.62.23.22 Fax: (33)1.48.64.69.36 The veterinary official at CDG will fax you confirmation of your waiver. Hand-carry this confirmation (or the fax confirmation sheet indicating that your original fax was successfully transmitted to the CDG veterinary service if you never received a response), along with the original certificate of good health and proof of an up-to-date rabies vaccination, with you when you board the flight. While it is possible that French officials will not insist on seeing this paperwork for hand-carried animals, we strongly advise that you complete all the necessary paperwork in advance of your arrival in Paris. Should your pet be traveling as accompanied baggage, you will need to personally collect your pet upon arrival in Paris and then recheck your pet prior to your departure. We strongly advise anyone traveling with pets not to schedule any extended layover in Paris, as you may be forced to demonstrate compliance with the full set of pet importation requirements. While the shipment of pets is not reimbursable by government agencies, it may be tax-deductible as a moving expense. When shipping pets, start to plan early as many airlines now have embargoes on shipping animals during hot summer months. Please advise GSO ahead of time if you intend to ship a pet. Veterinary services are available in Ouagadougou, but they are not up to western standards. You are encouraged to bring with you or ship any medications or treatments, as well as specialized food, your pet may need.

## 7. PRIVATELY OWNED FIREARMS (POF)

You must request permission from the Ambassador to bring personal firearms to post. The Burkina government restricts ownership of 9mm firearms, and firearm permits are expensive. If you intend to ship personal firearms please send all pertinent information (weapons technical characteristics, copies of purchase documents and copy of your diplomatic passport data page, etc) to GSO, well in advance of your arrival. Under no circumstances should weapons be placed in your accompanied baggage.

### a. HAND GUNS

See above

### b. RIFLES/SHOT GUNS

See Above

### c. TOY RELATED GUNS

"No restrictions identified."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

DOS:(Ouagadougou)Option for POV shipment or emergency storageFor POV, please fax or send us a copy of ownership documents, including original invoice for new cars, certificate of origin for second-hand cars, and title or registration papers showing make, model, type, year, engine number, VIN, engine size, etc. to facilitate customs clearance along with estimated declared value for customs purposes. Burkina has no special restrictions regarding type, origin, or age of vehicle to be imported. Fax numbers and mailing addresses are as follows: Fax: (226) 50 30 67 23 or (226) 50 33 02 40 IVG line 770 ext. 4006

### a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

### b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gasoline is available.

### d. INSURANCE AND SAFETY REQUIREMENTS

Most employees purchase collision, fire, and theft insurance in the U.S. The Embassy coordinates a group liability policy (since local third-party-liability insurance is compulsory) and then bills participating employees on a regular basis. A valid U.S.-issued drivers license is sufficient, although it doesnt hurt to obtain an international drivers permit from AAA.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“No restrictions identified.”

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“No restrictions identified.”

## 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

### a. CBS

“No restrictions identified.”

### b. AMATEUR/HAM RADIOS

“No restrictions identified.”

### c. MARS EQUIPMENT

“No restrictions identified.”

### d. DISH ANTENNAS

“No restrictions identified.”

### e. CORDLESS PHONES

“No restrictions identified.”

## 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Burkino Faso should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Burkino Faso. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

## 13. OTHER

GSO: Stephanie Reid-Smith: reid-smithsj@state.gov DOS arranged shipments: ITGBL Local Agents:Burkina FasoPost:OuagadougouBureau: AFLocal Agents:1) AGS Worldwide Movers Zone du Bois, 01 BP1767 Ouagadougou, Burkina Faso POC:Eric BELLONETel: 226-50-36-16-79Fax: 226-50-36-12-24Email: direction-burkinafaso@agsmovers.com2)



TRANS'DEM01 BP 163 Ouagadougou 01, Sector 15 Ouaga 2000 Rue de la  
JeunesseOuagadougou,. Burkina Faso POC: Djamel HAMANI Tel: 226-50-37-67-30 Fax: 226-50-  
37-67-31 Email: transdem@fasonet.bf) SDV – Bollere, Africa Logisitcs Mr. Michael Bassinga,  
Responsible Service Aerien 32, rue de L'unicef 01 BP 379 Ouagadougou 01 Tel: 226-50-31-77-55,  
226-50-31-12-03 Fax: 226-50-31-25-08 Email:

michael.bassinga@bollere.com Tuesday, Shops and government offices are closed on local  
holidays. Although American and local-hire employees of U.S. Government agencies observe both  
Burkinab and American holidays, as approved by the Management Officer, personnel need not  
schedule arrival to avoid holidays. Airport assistance will be provided. The Burkina holidays are as  
follows: New Years Day January 1 National Day January 3 International Women's Day March  
8 Mouloud\* Varies Easter Monday Varies International Labor Day/ Ascension Day May  
1 Independence Day August 5 Assumption Day August 15 Eid-Il\_Fitr /Ramadan\* Varies All Saints'  
Day November 1 Aid-El Kebir/Tabaski\* Varies Proclamation of Independence December  
11 Christmas Day December 25

## General Instructions: BURMA (MM)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES: Refer to 2024 Service Recognition Package for Special Incentive Posts. EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

DOS ARRANGED MOVES consisting of 7200 pounds net weight per tour.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

DOS ARRANGED MOVES. Standard UAB. 250 lbs. for employee, and 200 for additional EFM

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

- HHG and UB shipments should be shipped timed to arrive THREE WEEKS AFTER arrival of the customer at post. This will reduce demurrage charges and the possibility of mold growth, particularly during the rainy season, May to October. HHG and UB cannot arrive or be cleared through customs prior to arrival of the customer (no exceptions granted). (CH 29-OCT-2020 TCJ9-OH-Pac RB)
- Burmese customs officials strictly enforce import regulations. Firearms (including

air powered and toy guns); CB radios; certain books, photographs, and magazines which display nudity; and MARS equipment are prohibited for importation into Burma. Modems and routers may also be rejected for import. HHG and UB shipments will be examined upon arrival and prohibited items will be confiscated. (CH 29-Oct-2020 TCJ9-OH-Pac RB) c. To expedite customs clearance in Burma, it is important to furnish the Embassy GSO, with an information copy to the DAO, as soon as possible a copy of the inventory indicating the number of outside containers and estimate of the total value of the property shipped under each PPGBL. d. Express released bill of lading or a copy of Air Waybill are required for all personal property shipments (HHG/UB/POV) prior to obtaining customs clearance. Instruct carriers to forward original bills of lading as soon as possible to the Embassy GSO, with an information copy to DAO. (CH 29-OCT-2020 TCJ9-OH-Pac RB)

### 3. CONSUMABLES

DOS ARRANGED MOVES:1250 lbs. for a one year tour, and an additional 1250 lbs. for each one year extension.

#### a. ALCOHOLIC BEVERAGES

May be shipped in HHG with no limit.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

## 5. FURTNITURE, OVERSIZED

No restrictions identified.

## 6. PETS/QUARANTINE

No restrictions, provided all vaccinations and certificates are current. Inform Embassy/USDAO when pets will arrive so arrangements may be made.

## 7. PRIVATELY OWNED FIREARMS (POF)

Importation prohibited.

### a. HAND GUNS

Importation prohibited.

### b. RIFLES/SHOT GUNS

Importation prohibited.

### c. TOY RELATED GUNS

Importation prohibited.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Importation prohibited.

## 8. PRIVATELY OWNED VEHICLES (POVs)

DOS ARRANGED MOVES.Option for POV shipment or emergency storage

### a. POVs (includes data on prohibited vehicles, colors, etc.)

Customers are authorized to ship ONLY ONE POV to Post. The Ocean Bill of Lading (OBL) should clearly state full vehicle information: year of manufacture, make, model, color, engine, and chassis numbers. Please note Post MUST obtain an import permit from the Ministry of Foreign Affairs PRIOR to importation of a POV. The POV manufacture date cannot be older two years from the arrival year of the customer. EXAMPLE: A customer who arrives in Myanmar (Burma) in 2021 cannot import a POV manufactured prior to 2019. Only Left-Hand Drive POVs are allowed. POVs resembling host nation military vehicles in color (military green/olive drab) are restricted from importation into the country. ALL motorcycles are restricted from importation into the country.The Government Of Burma limits families to register just one vehicle in Burma (except Joint Domicile assignments, who may register two POVs). Families may not register a vehicle on the local market either and are therefore limited to just one vehicle while at Post.(CH TCJ4-HB 10-MAY-2019 RB)

### b. MOTOR CYCLES/MOPEDS

Motorcycles/mopeds are PROHIBITED from importation into Burma by all DoD personnel as well as Diplomatic personnel. (CH SDDC-PAC 20-NOV-2013 RB)

#### c. GASOLINE/CATALYTIC CONVERTERS

High-octane unleaded gasoline is widely available. Removal of catalytic converters is not required. (CH SDDC-PAC 20-NOV-2013 RB)

#### d. INSURANCE AND SAFETY REQUIREMENTS

Third party insurance is required and must be purchased locally at a cost of less than twenty US dollars. However, to adequately cover potential loss or damage of imported POVs, Post STRONGLY RECOMMENDS incoming personnel purchase additional third-party insurance coverage. (CH TCJ4-HB 10-MAY-2019 RB)

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Certain books, magazines, and photographs which display nudity are prohibited.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

Importation is prohibited

#### a. CBS

Importation is prohibited.

#### b. AMATEUR/HAM RADIOS

Importation is prohibited.

#### c. MARS EQUIPMENT

Importation is prohibited.

#### d. DISH ANTENNAS

Importation is prohibited.

#### e. CORDLESS PHONES

Importation is prohibited.

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Host government will not allow foreigners to permanently reside in Burma without written government approval.

### 13. OTHER

GSO: Ronald M. Taylor TaylorRM@state.gov PARCEL POST: Do not ship parcel post.

## General Instructions: BURUNDI (BI)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: TZDL, DOS) Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" statusGSO Contact Information.BujumburaVeronique K Drilling DrillingVK@state.govTel: +25722207234FSN Contact Information:Sibomana Aimable;Ndayireres SibomanaA@state.gov;NdayireresheJP@state.gov+25722207235Group EmailBujumburaGSOCustoms@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

Containers used should be standard dimension (1X20' or 1X40').

#### c. HARD LIFT AREA

Hard lift area for Marine Corps. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

The US Embassy is responsible for clearing shipments through customs. Provide a copy of the PPGBL, AWB, inventory, estimated customs value of each shipment (UB, HHG and POV) number of pieces, cube and the weight (gross and net).

### 3. CONSUMABLES

DOD and DOS For: Bujumbura, BurundiJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Addis Ababa, Ethiopia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

The JTR identifies Bujumbura, Burundi as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

Uniformed Service Member

- a. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs.: 18-month tour-1,875 lbs., etc.).
- b. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

Civilian Employee

- a. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs.: 18-month tour-1,875 lbs., etc.).
- b. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Narcotics are prohibited but no restrictions are identified on pharmaceutical products.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified. Electrical power is 220 Volt.



**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

Electrical power is 220 volt.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restriction on importation of pets, but the owner must have a valid certificate of vaccination at least 15 days prior to importation in country.

**7. PRIVATELY OWNED FIREARMS (POF)**

Importation is PROHIBITED.”

**a. HAND GUNS**

Importation is PROHIBITED.”

**b. RIFLES/SHOT GUNS**

Importation is PROHIBITED.”

**c. TOY RELATED GUNS**

No restrictions.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

Importation is PROHIBITED.”

**8. PRIVATELY OWNED VEHICLES (POVs)**

No Restrictions Identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restriction on type, color, size of vehicle.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified. Unleaded gasoline is available.

**d. INSURANCE AND SAFETY REQUIREMENTS**

Third party liability insurance required. Contact Embassy for available companies.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

Importation is PROHIBITED."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

Importation of transmitting equipment must be approved through the Government agency A.R.C.T. Contact Embassy for more information.

**a. CBS**

.Importation is PROHIBITED."

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

Importation is PROHIBITED."

**d. DISH ANTENNAS**

No restrictions identified, but you must pay administration fees before they will be released from customs.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Burundi should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Burundi. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

**13. OTHER**

DOS Arranged ITBL Local Agents:Country: BurundiPost: Bujumbura Bureau: AFLocal Agents:2) DHL GLOBAL FORWARDINGDHL Global ForwardingBlvd de la Liberté, 10Place de l'IndépendanceRoheroBujumburaBURUNDIMobile :+257 75 374000 / 79 374487Land line:+257 22 223435 / 22 227272Fax: +257 22 227270www.DHL.comPOC: Brian NkurunzizaMobile : +257 75 801 000+257 69 801 000Brian.Nkurunziza@dhl.comPOC: Santana MberindangaMobile :+257 75 374000 / 79 374487Santana.Mberindanga@dhl.com3) Pan-African LogisticsBoulevard Yaranda6730 B2/Rohero IBujumbura, Burund, P.O. Box 6457T: +257 79 99 19 19 E:olivier.ncuti@palogistics.comS: retchkovW: www.palogistics.com1) Bolloré Transport & Logistics Burundi S.A55, Boulevard Melchior NDADAYEQ. Industriel-Ngagara P.O.Box 1306 Bujumbura-BurundiT (+257) 22 22 61 40 - M (+257) 75 84 21 24/ 76 7421 24T (+257) 22 22 39 75 - M (+257) 77 74 21 24www.bolloré-logistics.comPOC: Carmel Jimbere: carmel.jimbere@bolloré.comFrancis Roy Muheto:Francis.MUHETO@bolloré.comIldephonse MANIRAKIZA:ildephonse.manirakiza@bolloré.com

## General Instructions: CAMBODIA (KH)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVE EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.

b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).

c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.

d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS. FOR TDY OVER 90 DAYS: The Embassy HR Office cannot request the Cambodian Ministry of Foreign Affairs issue a diplomatic ID card, so the customer has no Duty Free import privileges. In this case, if the customer has any UB/HHG shipped to Post, Customs clearance will be completed via a private channel subject to Duties and Taxes. Furthermore, the Embassy can only use the customer's tourist passport to complete Customs clearance, not a diplomatic passport. Embassy STRONGLY RECOMMENDS long-term TDY customers to consult with the Embassy PRIOR to shipping UB/HHG to Post. (CH 10-Jun-2019 TCJ4-HB RB) NOTE: DoD Agencies supported by the US Embassy Phnom Penh include: - Defense Attache Office - Office of Defense Cooperation - Naval Medical Research Unit 2 - US Marine Security Guards (CH 13-MAR-2019 TCJ4-HB RB)

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

Containers used should be standard dimension (1X20' or 1X40').

#### c. HARD LIFT AREA

Hard lift area for Marine Corps. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. **ROUTING TO CAMBODIA:** The fastest route for sea freight is via Singapore and airfreight is via Doha or Hong Kong. There is no size limitation at post for air shipments. However, due to previous experience, post suggests that the shipper should check with the Airlines for size restriction because at some transit points, some airlines use small aircraft to fly to Phnom Penh so some larger shipments cannot be loaded from those transit points to Phnom Penh at all. Post recommends using Cathay Pacific and Qatar Airlines for large or heavy shipments. Using Cathay Pacific Airline, the shipment will transit via Hong Kong to Phnom Penh. Qatar shipments will travel directly from Doha. DO NOT send HHG, POV, or CONS (Consumable) shipments through Vietnam. The port of discharge and port of delivery is Sihanoukville. The Embassy will arrange onward movement from Sihanoukville to Phnom Penh.(CH 12-NOV-2020 TCJ9-OH-Pac RB)

b. **FOR CUSTOMS CLEARANCES:** The Ministry concerned requires a complete and legible inventory list, declared value of household goods, unaccompanied baggage, privately owned vehicle and consumables and the telex-released bill of lading for surface shipments. The OTO carrier must ensure the airway bills and ocean bills of lading shows: American Embassy, Phnom Penh, Cambodia, (name of owner) so the owner can be easily identified. When completed, send one copy of each document to post as soon as possible. Failure to provide documents will result in customs clearance delays. Packing list and a declaration of the value for shipments are important.

c. **DOCUMENTATION:** Please send the airway bill/telex-released bill of lading and packing list and all documentation concerning transportation as soon as possible by email to: GSO\_Phnom\_Penh@state.gov. Lack of these documents will result in clearance delays. Due to lengthy customs clearance process in Cambodia, Post recommends personnel to ship UB six to eight weeks prior to arrival, and HHG and POV from two to three months prior to their scheduled arrival at Post. (see storage in para 13)(CH 12-Nov-2020 TCJ9-OH-Pac RB)

d. **MARKINGS:** Household goods, unaccompanied baggage and privately owned vehicles to Phnom Penh are to be marked as follows: AMERICAN EMBASSY Owners Name#1, Street 96 Sangkat Wat Phnom Khan Daun Penh Phnom Penh, Cambodia Phone- 855-23-728000 (CH 15-MAR-2016 SDDC-PAC RB)

**ADDITIONAL INSTRUCTIONS:** Once the customer provides the US Embassy copies of the diplomatic passport (signature page and photo page in one frame), Cambodian VISA, and firm ETA to Post, Embassy personnel will be able to provide the greenlight to have shipments arrive at Post prior to the customer's arrival. However, without the three pieces of specific information, shipments will be put on HOLD until the customer arrives into Cambodia.(CH 10-JUN-2019 TCJ4-HB RB)

## 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location.(CH 05-May-2021 TCJ9-OH-PAC RB)

### a. ALCOHOLIC BEVERAGES

There are no restrictions. However, the Embassy STRONGLY ADVISES alcoholic beverages NOT be declared on the Ocean Bill of Lading.(CH 10-JUN-2019 TCJ4-HB RB)

### b. CIGARETTES/TOBACCO PRODUCTS

Post has no restrictions, but cigarettes/tobacco products SHOULD NOT be declared on the AWB/BOL.(CH 05-DEC-2017 USTCJ4-HB-PAC RB)

**c. COSMETICS**

No restrictions identified.

**d. FOOD STUFFS AND MEATS**

No restrictions identified, however, raw meat or perishable requiring refreezing should not be shipped since post cannot guarantee shipping duration.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT****a. HOME COMPUTERS**

No restrictions.

**b. TVs/VCRs**

No restrictions identified. However, it should be noted that American formatted TVs will not be able to receive Cambodian cable or standard broadcasts, as Cambodian cable/standard broadcasts are in PAL BG format.(CH 15-MAR-2016 SDDC-PAC RB)

**c. OTHER (i.e. COMPATIBILITY, ETC)**

There are no restrictions on electronic equipment. Electricity is 220 voltage/50 cycles. Universal Power Source (UPS) and voltage regulators can be procured locally.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restrictions identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

Weapons (to include firearms and ammunition) are not authorized into Cambodia.

**a. HAND GUNS**

No Restrictions Identified.

**b. RIFLES/SHOT GUNS**

No Restrictions Identified.

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)****a. POVs (includes data on prohibited vehicles, colors, etc.)**

(1) Importation of US manufactured vehicles by US military personnel permanently stationed in Cambodia is authorized. (2) The Cambodian Royal Government prohibits importing right hand drive vehicles into Cambodia. (3) If there is no Engine Number on any document/certificate of title, the Engine Number can be noted as "N/A".(CH 12-Nov-2020 TCJ9-OH-Pac RB)

**b. MOTOR CYCLES/MOPEDS**

No restrictions. However, the customer and the OTO TSP must ensure the master Ocean Bill of Lading (OBL) contains the following information: - model year - make - model - color - engine capacity in Cubic Centimeter (CC) - vin and/or chassis numbers - Engine # (NOTE: The Cambodian Customs Office REQUIRES the Engine Number) The above information is to ensure Post will be able to import the motorcycle/moped Duty free and legally register it in the country. Without declaring the above information on the OBL, the customer will have to pay import taxes to generate registration documentation drive it legally on the road. (CH 12-NOV-2020 TCJ9-OH-Pac RB)

**c. GASOLINE/CATALYTIC CONVERTERS**

Unleaded fuel is widely available in Cambodia.(CH 15-MAR-2016 SDDC-PAC RB)

**d. INSURANCE AND SAFETY REQUIREMENTS**

Third-party insurance, procured locally, is required for POVs and motorcycles/mopeds. Local third-party insurance costs 41.00 US Dollars per year for POVs and 22 US Dollars per year for motorcycles/mopeds.(CH 12-NOV-2020 TCJ9-OH-Pac RB)

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

Pornographic materials and other sensitive items which could be considered offensive to the host nation government are not authorized.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

Importation procedures are VERY complicated, so US Embassy strongly recommends customers NOT importing these into the Cambodia.(CH 10-JUN-2019 TCJ4-HB RB)

**11. TRANSMITTING EQUIPMENT**

Cambodia does not have any restrictions on the import of transmitting equipment since those items are imported as Household Goods. HOWEVER, Post cannot guarantee whether any personal transmitting equipment can be installed and used as there are no clear rules and regulations from the Cambodian Government.(CH 05-DEC-2017 TCJ4-HB-PAC RB)

#### a. CBS

Authorized; no restrictions.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

Authorized; no restrictions.

#### d. DISH ANTENNAS

No restrictions identified.

#### e. CORDLESS PHONES

No restrictions identified.

### 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement/separation in Cambodia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Cambodian Government.

### 13. OTHER

OTHER: Cellular telephones are GSM system in country. STORAGE: Personnel should plan to ship their unaccompanied baggage about six to eight weeks and HHG about two to three months prior to arrival in Country. If UB HHG arrives prior to arrival of the customer and the customs clearance is completed, shipments will be moved to the destination agents warehouse (no UB HHG is allowed to be stored at the Embassy warehouse). Since DoD shipments are moved under the ITGBL program, shipments can be stored as SIT for 90 days at the destination agents warehouse free of charge to the customer.(CH 15-MAR-2016 SDDC-PAC RB)



## General Instructions: CAMEROON (CM)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO)DOS arranged shipments: Contact (GBLOC:TPDL, DOS) Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact information:CotonouWes Boyd (Acting) BoydWJ@state.govTel:(229) 21-300650 4233FSN Contact information:Zerach Hessou; -Victorin E. A HessouZ@state.gov;AgboVE@state.govTel:(229) 21-300650 Ext. 4235;CotonouGSOshipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." (1) ARMY PERSONNEL: (a) Accompanied tours: Full JFTR weight allowance for all areas. (b) Unaccompanied tours: Weight allowance for single/unaccompanied personnel is limited to HHG transportation of 2,500 lbs. (net) or 25% (net) of the weight allowance in par. U5310-B, whichever is greater, including UB Transportation. Requests for exception may be submitted to the PPPO Installation Transportation Office identified in Special Instructions, Note 6, Record 43-4, IMCOM-E EURO Theater CPPSO. Soldiers will attach a copy of their orders to their individual request. Soldier's requests must show that they have confirmed the type of housing they will be assigned at their European PDS. Government quarters in Europe are small, and generally cannot accommodate HHG greater than the administrative weight allows (See Paragraph 5, Furniture Oversized, of General Instructions). Prior to requesting an individual increase to the administrative weight restriction, Soldiers should contact their gaining Garrison's housing office through their sponsor to request information related to the type of housing the community has to offer. Soldiers may obtain a sponsor through the USAREUR Sponsorship Gateway to Europe (S-GATE) at: <http://www.1perscom.army.mil/S-Gate/S-Gate%20Web%20Page/Default.htm> (c) Single/unaccompanied officers and personnel in grades of E7 through E9: Assigned to the following APO numbers in the Kaiserslautern area are authorized full JFTR weight allowance: 09009, 09012, 09021, 09054, 09180,09227 and 09263.(2) Air Force Personnel: None.(3) Navy and Marine Personnel: None.DOS arranged shipments: Contact DOS.

**b. CONTAINER/CRATING REQUIREMENTS**

No restrictions identified.

**c. HARD LIFT AREA**

No restrictions identified.

**d. UNACCOMPANIED BAGGAGE**

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

**2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS**

No restrictions identified.

**3. CONSUMABLES**

DOD and DOSJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Douala and Yaounde Cameroon as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

**a. ALCOHOLIC BEVERAGES**

"No restrictions identified."

**b. CIGARETTES/TOBACCO PRODUCTS**

"No restrictions identified."

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

a. HOME COMPUTERS

"No restrictions identified."

b. TVs/VCRs

"No restrictions identified."

c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

5. FURTNITURE, OVERSIZED

No restrictions identified."

6. PETS/QUARANTINE

No restrictions identified."

7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

a. HAND GUNS

"Importation is PROHIBITED."

b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

c. TOY RELATED GUNS

"Importation is PROHIBITED."

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Benin should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Benin. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

**13. OTHER**

DOS arranged shipmentsITGBL Contact information. Cotonou Bureau: AFLocal  
Agents:KANGOUROU LOGISTICSC/1300 SAINTE RITA02 BP 1163 COTONOU, BENINOFFICE  
TEL (229) 96154037,MANAGER: CLEMENTGNANSOUNOUCCELL PHONE (229) 95 42 99  
09EMAIL::KANGOUROULOGISTICS@GMAIL.COM\*\*\*INCOMING ANDOUTGOING  
SHIPMENTSCERAGEM SARLC/3915 FIDJROSSE-KPOTA, 12EARRONDISSEMENT,  
COTONOUGENERAL MANAGER: BIENVENU AMOUEMAIL: CERAGEM.SARL@GMAIL.COMTEL:  
+229 95964035/98566060/6999205101 BOX 4586 COTONOU REPUBLIC OF  
BENIN\*\*\*INCOMING ANDOUTGOING SHIPMENTSALBATROS COMPANYMISSITE 524  
ILOT 372 PARCELLE E-COTONOUGENERAL MANAGER: FRANCK ABALOTEL: +229  
94850808/97316464EMAIL:  
F.ABALO@ALBATROS.COM/CONTACT@ALBATROSCOMPANY.COMOPERATIONS MANAGER:  
FELICITE AGUEGUETEL: +229 95 60 22  
76EMAIL:F.AGUEGUE@ALBATROSCOMPANY.COMWEBSITE:  
WWW.ALBATROSCOMPANY.BJ\*\*\*INCOMING ONLY

## General Instructions: CANADA (CA)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

Hard lift area for US military service members. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

- a. Information in the paragraph is limited to the Canadian Province of Ontario only. Please contact the nearest American Embassy/Consulate regarding shipping/customs restrictions to other Canadian Provinces.
- b. North Bay, Canada: Whenever possible use the US Postal System(USPS). Commercial shipping companies always have customs problems resulting in late shipments and extra costs to the sender. If you must send military articles to North Bay by means other than the

USPS, shipping documents should read, 'This shipment contains US Government equipment. Free entry under Canadian Customs Tariff number 9810.00.00 applies.' No export documentation is required other than one additional copy of the shipment inventory containing the value of the items for Canadian Customs purposes.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

Shipments of alcohol in HHG or UB is not authorized. Members must personally set up shipment of alcohol and request reimbursement. Reimbursement by the government will only cover shipping costs. Taxes, duties and agent charges will not be covered. Maximum amounts allowable is 40 oz liquor/wine or 1 case of 12 oz beer. Any excess over this amount is dutied at an average of 40 percent over value.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

Computer equipment should not be shipped via air freight. Air shipments are handled quite roughly during transit. Member may receive damaged goods.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

## 5. FURTNITURE, OVERSIZED

No restrictions identified.

## 6. PETS/QUARANTINE

Shot records should be up to date, especially for rabies vaccination.

## 7. PRIVATELY OWNED FIREARMS (POF)

All POFs being imported into Canada should have a U.S. Customs Form 4455 (Certificate of Registration) accomplished before leaving the United States. The Form 4455 is required for return of the POF to the U.S. Do not ship other restricted weapons. Gun laws are constantly changing in Ontario. Read the firearms rules carefully for each area of responsibility. It is highly recommended to call the destination office for current laws before shipment is considered. An Authorization To Transfer(ATT) a restricted weapon must be obtained through the North Bay Traffic Management Office one month prior to the actual movement of the weapon into Ontario, Canada. Attempting to bring restricted weapons across the border is illegal and the member can be arrested along with having the weapon(s) confiscated. Do not attempt to ship or hand-carry a prohibited weapon into Ontario! Upon arrival, Canadian Customs permits must be obtained through the North Bay office for all guns. Members should contact the North Bay office for the determination on non-restricted, restricted, and prohibited firearms.

### a. HAND GUNS

Hand guns are strictly prohibited from shipment in HHG or UB. They must be hand-carried with trigger locks and in a lockable case if possible. An Authorization To Transfer(ATT) must be obtained for handguns.

### b. RIFLES/SHOT GUNS

Long guns (rifles and shotguns) may be sent with HHG or UB as long as trigger locks are installed. Rifles and shotguns must be licensed and registered with the Canadian Government before they will be released by Canadian Customs.

### c. TOY RELATED GUNS

BB/pellet guns, 500 feet per second(FPS) or more are restricted.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Member must receive permit from Government of Canada prior to shipping ammunition and explosives. Questions may be directed to GSO.

## 8. PRIVATELY OWNED VEHICLES (POVs)

Personnel under official travel orders to Canada are exempt from theRegistrar of Imported Vehicles (RIV) registration requirements for theduration of their assignment. A vehicle imported under these conditionscannot be sold or otherwise disposed of while in Canada, and cannot remainlonger than the duration of the assignment. POV's not manufactured to U.S. or Canadian Specifications are not admissible into Canada. Additional information can be found on the Canadian



Registrar of Imported Vehicles (RIV) at 1-888-848-8240 or visit their Web site at [www.riv.ca](http://www.riv.ca)

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

Before You Import - Explanations on Mandatory Compliance Document CL9203(E) May/13/2016  
EditionDisclaimer: This list is compiled by Transport Canada for the Registrar of Imported Vehicles (RIV) program using information provided by vehicle manufacturers on a voluntary basis. Its accuracy cannot be guaranteed and its content is subject to change without notice. There are also no guaranties that a vehicle deemed admissible on the list can be successfully modified to meet Canadian requirements. For detailed information about the entire procedure to follow when importing a vehicle purchased in the United States, please contact the RIV at 1-888-848-8240 or visit their Web site at [www.riv.ca](http://www.riv.ca). 1. A U.S. specification vehicle is a vehicle designed, built, tested and certified by the original equipment manufacturer (OEM) to meet all applicable U.S. Federal Motor Vehicle Safety Standards (FMVSSs). Where a U.S. specification vehicle is listed as ADMISSIBLE, and requires modifications, it may be extensive and expensive. Importers should determine the cost and extent of any required modifications before importing a vehicle into Canada. Vehicles that cannot be modified, for whatever reason, must not remain in Canada and must be exported. Where there is no information in this list concerning a U.S. specification vehicle, you must contact the manufacturer to determine its admissibility or inadmissibility. Manufacturers of U.S. vehicles are not legally obligated to respond to Transport Canada's requests for information on admissibility status or required to explain the reasons for inadmissibility, although some do. Transport Canada is not legally responsible for the accuracy and safety or cost implications of the information provided by OEMs. 2. Admissible vehicles, except competition vehicles, snowmobile cutters and all terrain vehicles (ATVs), must be certified by OEMs to all applicable U.S. Federal Motor Vehicle Safety Standards (FMVSSs). Two criteria can be used to determine this: a. a compliance label affixed to the vehicle at the time of main assembly with one of the following statements, "This vehicle conforms to the applicable federal motor vehicle safety, bumper and theft prevention standards in effect on the date of manufacture shown above"; or "This vehicle conforms to all applicable U.S. federal motor vehicle safety standards in effect on the date of manufacture shown above"; or b. a letter from the original manufacturer and the final stage manufacturer (if applicable) containing the same information as would appear on the compliance label when the vehicle was originally certified at assembly.

#### b. MOTOR CYCLES/MOPEDS

No restrictions identified.

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

No restrictions identified.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Pornography prohibited.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

## 11. TRANSMITTING EQUIPMENT

No restrictions identified.

### a. CBS

Member must receive permit from Government of Canada prior to shipping CBs, Amateur/Ham radios, and MARs equipment. Questions may be directed to GSO.

### b. AMATEUR/HAM RADIOS

Member must receive permit from Government of Canada prior to shipping CBs, Amateur/Ham radios, and MARs equipment. Questions may be directed to GSO.

### c. MARS EQUIPMENT

Member must receive permit from Government of Canada prior to shipping CBs, Amateur/Ham radios, and MARs equipment. Questions may be directed to GSO.

### d. DISH ANTENNAS

No restrictions identified.

### e. CORDLESS PHONES

No restrictions identified.

## 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Canada should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Canada. Detailed inventories with values will be necessary to clear goods through Canadian Customs. The member's Canadian Immigration status will determine if and how much tax/duties must be paid.

## 13. OTHER

Propane tanks (purged or not) are not authorized to be carried in/on carrier's vehicles within the Province of Ontario. Members may personally hand-carry.

## General Instructions: CAPE VERDE (CV)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO, Germany)DOS arranged shipments: Contact (GBLOC:TSDZ, DOS) Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" statusGSO Contact Information:PraiaErik Ozolins; A/GSO Lisa Smith ozolinsEA@state.gov;smithLD@state.gov+238-260-6802; +238-260-6844FSN Contact Information:Emilio Barreto; Telma da Moed barretoef@state.gov;moedatg@state.gov238 9701395 - 238 260 6822 /Group Email:GSOPraia@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS. ☒

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD and DOS For: Praia, Cape Verde JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Praia, Cape Verde as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURNITURE, OVERSIZED

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"No restrictions identified."

**a. HAND GUNS**

"No restrictions identified."

**b. RIFLES/SHOT GUNS**

"No restrictions identified."

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"No restrictions identified."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

“No restrictions identified.”

a. CBS

“No restrictions identified.”

b. AMATEUR/HAM RADIOS

“No restrictions identified.”

c. MARS EQUIPMENT

“No restrictions identified.”

d. DISH ANTENNAS

“No restrictions identified.”

e. CORDLESS PHONES

“No restrictions identified.”

## 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Cape Verde should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Cape Verde. When processing application and GBL, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

## 13. OTHER

DOS arranged shipments: ITGBL Local Agents:Praia Bureau: AFLocal Agents:3) Rangel Logistica CVAgente TransitárioCargo Village – Enapor – Sala M13CP: 305/C – PraiaPOC: Marise FerreiraE-mail: marise.ferreira@rangel.comPhone: (238) 263 89 84Cell: (238) 997 42 02Fax: (238) 263 59 184) CV Cargo, LdaAgente TransitárioCV Cargo, Avenida Cidade de Lisboa, CP80CFazeda- Praia, CVPOC: HÉlmar SilvaEmail: hsilva.cvcargo@gmail.comPhone: (238) 530-9637Cel: (238) 581-9899Fax: (238) 261-83441) AGS Cabo Verde Mudanças, LdaAchada Grande Frente – Prédio ExpoarteCP 225-APraia, Cape VerdePOC: Tukayana BonfimE-mail: Tukayana.bonfim@ags-globalsolutions.comTel: 238 262 36 22Email: managercaboverde@agsmovers.comWebsite: www.agsworldwidemovers /www.agsfrasers.com2) TIBA - Cabo VerdeRua Andrade Corvo num.17-2A Plateau - Praia -

SantiagoPOC: Janine TavaresE-mail: jtavares@tibagroup.comTel: (238) 261-8541 andCell: (238) 9736634 / 918-3815Email: capeverdedesk@tibagroup.com

## General Instructions: CAYMAN ISLANDS (KY)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No Restrictions Identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

No Restrictions Identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Import Regulations: It is the importer's responsibility in law to enter all goods (whether dutiable or not) with the Customs and Border Control Service within seven days of their arrival in the Cayman Islands, by completing the appropriate entry form and lodging it with the Customs and Border Control Service. The forms to be used for ordinary merchandise vary according to the type of transaction involved, as follows:

C1-CBC form No.1: Entry For Home Use - is to be used for goods to be cleared outright on payment of any duty (and package tax / warehouse fees,

where applicable) legally due on them. C2-CBC Form No.2: Export Entry - is used for exports. C3-CBC form No.3: Entry For Goods To Be Warehoused - is to be used when the goods are to be stored in a bonded warehouse, where permissible, without the immediate payment of any import duty legally due, pending re-export or later clearance for home use on payment of duty. C4-CBC form No.4: Entry For Transit Or Transshipment - is to be used when imported goods are to be immediately re-exported on another vessel or aircraft, without payment of duty. C5-CBC form No.5: Declaration of Unaccompanied Personal Effects - This form is to be completed when persons taking up residence in the Cayman Islands have additional personal effects that are not arriving with them as baggage but will arrive as cargo. All forms are available online, at any Customs and Border Control location including Cayman Brac at the District Administration Customs and Border Control office in Stake Bay. The forms are self-explanatory and the notes on the reverse of each form will be of assistance in completing them. It is the importer's responsibility to complete the entry forms and he must not expect a Customs and Border Control Officer to do this for him, nor to assist him to do so. If an importer cannot complete the documentation himself, he should seek the assistance of a Customs Broker. In the case of regular importers of large consignments (Such as container loads of goods of many different descriptions), the Customs and Border Control Service is prepared to make special arrangements. The importer may present a summarized entry, provided that it is accompanied by a computerized (or similarly prepared) invoice or other commercial document from his supplier, giving all the details required for Customs purposes. Eligible importers who wish to avail themselves of such special arrangements should make application to the Director of Customs and Border Control. When the appropriate entry has been presented to Customs and checked and accepted by the, and the duty (if any) paid, the Department has the right to require the goods to be opened for physical examination to ensure that they have been correctly declared. Such examinations must normally take place at the transit shed at the dock or airport where they have been landed, or at an approved clearance depot inland. In certain circumstances however, it may be possible for the goods to be removed under bond to the importer's premises for examination there by Customs. In such cases outside of Customs and Border Control's normal working hours, the importer may be required to pay for the attendance of the Customs and Border Control Officers involved.

Cargo Clearances & Duty Payments  
42 Owen Roberts Dr. (1st floor) George Town PH: (345) 244-4964 / 244-4945

### 3. CONSUMABLES

No Restrictions Identified.

#### a. ALCOHOLIC BEVERAGES

No Restrictions Identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No Restrictions Identified.

#### c. COSMETICS

No Restrictions Identified.

#### d. FOOD STUFFS AND MEATS

No Restrictions Identified.



**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No Restrictions Identified.

**4. ELECTRICAL EQUIPMENT**

No Restrictions Identified.

**a. HOME COMPUTERS**

No Restrictions Identified.

**b. TVs/VCRs**

No Restrictions Identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No Restrictions Identified.

**5. FURTNITURE, OVERSIZED**

No Restrictions Identified.

**6. PETS/QUARANTINE**

No Restrictions Identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No Restrictions Identified.

**a. HAND GUNS**

No Restrictions Identified.

**b. RIFLES/SHOT GUNS**

No Restrictions Identified.

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No Restrictions Identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No Restrictions Identified.

**b. MOTOR CYCLES/MOPEDS**

No Restrictions Identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No Restrictions Identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No Restrictions Identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No Restrictions Identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No Restrictions Identified.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

No Restrictions Identified.

**b. AMATEUR/HAM RADIOS**

No Restrictions Identified.

**c. MARS EQUIPMENT**

No Restrictions Identified.

**d. DISH ANTENNAS**

No Restrictions Identified.

**e. CORDLESS PHONES**

No Restrictions Identified.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

No Restrictions Identified.

**13. OTHER**

Cargo Clearances & Duty Payments 42 Owen Roberts Dr. (1st floor) George Town PH: (345) 244-4964 / 244-4945 Allowances Duty Free Allowances 5. Baggage and household effects Baggage and household effects consisting of the following to the satisfaction of a Customs and Border Control Officer, subject to the condition that articles admitted free of duty under this provision shall, if not previously consumed or used up, be re-exported at the end of the importer's stay in the Islands, and will not, while in the islands be sold, hired, lent or otherwise disposed of to other persons for a period of at least two years, and also subject to any other conditions which the Director may see fit to impose - (1) Items accompanying a passenger -

(a) if such passenger is over the age of 18 years, up to 1 liter of potable spirits or 4 liters of wine or 1 case (not exceeding 8 liters) of beer; (b) if such passenger is over the age of eighteen years, up to - (i) 200 cigarettes; or (ii) 250 grams tobacco (c) if such passenger is a resident returning from an overseas visit, dutiable personal and household goods (not including merchandise) at the discretion of the Director, up to a value of CI\$500. (2) Wearing apparel of tourists and other visitors; articles of personal adornment and other personal effects which, to the satisfaction of a Customs and Border Control Officer, are reasonable for the period of the intended visit. (3) Passengers previously permanently resident abroad who are entering the Islands on a bona fide change of residence, that is, for a period exceeding twelve months - (a) Baggage and household effects accompanying the passenger - (i) A reasonable quantity of wearing apparel, articles of personal adornment and other normal personal effect new and used; (ii) Instruments and tools of trade, to be used for the purpose of the passenger's trade or profession, proved to have been in bona fide use and ownership abroad by the passenger for a period of not less than six months and not imported for sale or commercial exchange; and (iii) Household effects proved to have been in bona fide use and ownership abroad by the passenger for a period of not less than six months and not imported for sale or commercial exchange; and (b) Baggage and household effects (consisting of any such article as would be exempted from duty under paragraph (a)), imported before or within six months of the arrival of the passenger or such further period as the Director may, in special circumstances, permit. (4) Personal and household effects, not being merchandise, of natives of the Islands or persons domiciled in the islands that have died abroad. (5) Minors (under 18 years), whether accompanied by a parent or guardian shall not import into the Islands spirits, alcoholic beverages and

## General Instructions: CENTRAL AFRICAN REPUBLIC (CF)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged moves:Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" statusRefer to 2023 Service Recognition Package for Special Incentive Posts.(Bangui)BanjulMatthew R Gribbin GribbinMR@state.gov+ 220 438 1313 +220 796 0903FSN Contact information:Pa Modou Jeng JengP@state.gov(220)439-2856x2110Group Email:BanjulTravelShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DDOS arranged shipments: HHE (other than consumables) consisting of 750 pounds net weight per tour, by air.Two pieces of excess luggage (maximum of 50 pounds each, when PCSing enroute to post only). Excess luggage is in addition to authorized luggage outlined in 14 FAM 568.1. ☒

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Bangui, Central African Republic as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. DOS: (Bangui) Consumables of up to three shipments throughout the one-year tour, maximum of 1000 pounds net weight per tour.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"No restrictions identified."

**a. HAND GUNS**

"No restrictions identified."

**b. RIFLES/SHOT GUNS**

"No restrictions identified."

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"No restrictions identified."

**8. PRIVATELY OWNED VEHICLES (POVs)**

DOS.(Bangui)Emergency storage of POV is authorized

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

## 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

### a. CBS

"No restrictions identified."

### b. AMATEUR/HAM RADIOS

"No restrictions identified."

### c. MARS EQUIPMENT

"No restrictions identified."

### d. DISH ANTENNAS

"No restrictions identified."

### e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to C.A.R should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of C.A.R. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

## 13. OTHER

DOS arranged moves:ITGBL Local Agent:Country: Central African Rep.Post: Bangui Bureau:  
AFLocal Agents:2) TTCI Centrafrique \*\*Rue Martin Luther KingB.P. 1564Bangui,  
Central African RepublicFax: 236 21616050/ 21617751Email: ttc\_douane@yahoo.fr.1)  
SDV Centrafrique \*\*Rue Parent, B.P. 32Bangui, Central African RepublicTel: 236  
21614822Fax: 236 21614278Email: sdvbangui@cf.dti.bollore.com3) SCAFE \*\*Avenue  
Barthelemy BogandaB.P. 929Bangui, Central African RepublicTel: 236 21619261Email:  
scafebgui@yahoo.fr or limchrist@yahoo.fr\*\* freight forwarders4) AGS Centrafrique  
\*Immeuble SOCATRAF Port AmontB.P. 1468Bangui, Central African RepublicTel: 236  
21610182/ 75054688Fax: 236 21611378Email: ags-bangui@ags-demenagement.com  
oragsbangui@intnet.cf\* sole packing company for post

## General Instructions: CHAD (TD)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged moves: Contact (GBLOC: TODK DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:N'djamenaFSN Contact informationChristina E Paul paulce@state.govTel: 235 225 15017 TBDN'djamenaRequests-

GSO group email:Shipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS



a. Overseas originating shipments should be sent via commercial air. Four weekly flights to N'Djamena originate in Paris, France. b. For all shipments, advance copies of airway bill, PPGBL, TCMD, and packing list must arrive in N'Djamena 3 weeks before flight. Also, send a message to American Embassy providing shipping data, airway bill, and PPGBL number.c. All airway bills for HHG and UB shipments must be consigned to the American Embassy, N'Djamena, Chad, for (Name).

### 3. CONSUMABLES

DOD and DOS For: Ndjamen, Chad JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition.The JTR identifies Ndjamen, Chad as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.Ndjamen, Chad

#### a. ALCOHOLIC BEVERAGES

Importation in personal property is allowed and is duty free.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

Pets may be brought into Chad if they are accompanied by a veterinarian's health certificate and a certificate of anti rabies vaccination dated at least 1 month before arrival in N'Djamena. Quarantine is not required.

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"Importation is PROHIBITED."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

(1) POV shipments will be via surface and require importation, car registration, title/certificate of ownership, engine and chassis number, and cost and freight value from invoice and declaration. Documentation must arrive at Central African Logistics Office(CALO), Doualo, Cameroon, ATTN: Shipping Section, BP 4006, four weeks prior to POV arrival in Douala to allow for customs processing and arrangement of onward transportation to N'Djamena. Send information copies of documentation to USDAO, N'Dajmena.(2) POV shipments are duty free and can only be booked to Douala, Cameroon. All advance documents listed in specific instructions are required 4 weeks prior to arrival in Douala.

**b. MOTOR CYCLES/MOPEDS**

Motorcycles/mopeds are considered POVs. They can be imported in HHG shipments duty free.

**c. GASOLINE/CATALYTIC CONVERTERS**

Unleaded gasoline is available in Chad.

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Chad should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Chad. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. **DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.**

13. OTHER

None.



provided.(Note: this is a change to previous policy and takes effect with personnel arriving in Chile as of the beginning of FY 2007.) U.S. Defense Attache Office personnel not serving as accredited attaches:Government-provided housing. U.S. Army Foreign Area Officer In-Country Training:OHA status.- U.S. Marine Security Guard Detachment: amp;nbsp; amp;nbsp;Government-provided housing.- Other DoD personnel:please contact gaining unit.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

Due to the use of commercial narrow-body aircraft, external shipping containers for Code T shipments moving to from South and Central America in accordance with PPP-B-601, style A or B, are required, not to exceed 60 inches in height. In accordance with Item 508, international Personal Property Rate Solicitation, special packing arrangements will be authorized by the PPSO for oversize items which will not fit into the restricted height container.

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. Household Goods Documentation: All manifests, bills of lading, and other pertinent invoices covering household goods and POVs destined into Chile must be in the individual full name, activity consigned to, i.e., USMILGP, DAO, IAGS, etc. No initials may be used in preparation of the PPGBL. Due to new Chilean customs legislation, shipments cannot remain in customs awaiting clearance for more than 60 days. After this period items are auctioned off. Therefore, personal property may be shipped from previous post prior to employee aposs arrival in Chile, but should be timed so that the property arrives shortly after the employee arrival. However, it is imperative that the Employee forward to the Embassy a copy of the passport and a copy of the packing list for the goods, so that it can commence the customs clearance process while the goods are in bonded storage. Otherwise the clearance process can only begin after the employee arrives.

## 3. CONSUMABLES

None.

#### a. ALCOHOLIC BEVERAGES

May be imported into Chile, subject to quantity limitations that are greater for Diplomatic Staff than for Admin Technical Staff. Alcoholic beverages may consist only of whiskey, cognac, and liquor.

#### b. CIGARETTES/TOBACCO PRODUCTS

The number of individual cigars and or cigarettes is limited to 10,000 per year (Admin Technical Staff) and 20,000-35,000 per year, depending on diplomatic rank (Diplomatic Staff).

#### c. COSMETICS

Limited to that necessary for personal use.

#### d. FOOD STUFFS AND MEATS

May not be included in shipments.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Limited to medicines necessary prescribed for personal use.

### 4. ELECTRICAL EQUIPMENT

See below.

#### a. HOME COMPUTERS

No restrictions.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

☐. Pets may be imported into Chile only after they recieve vaccination against rabies between 30 days and 12 months before entry into Chile. A veterinarian health certificate must be issued no more than seven days prior to the pet entry into Chile. This certificate should state that the animal

is clinically healthy, has been vaccinated for rabies and has no contagious diseases. For personnel coming from a country other than the U.S., an exportation certificate must be obtained from that country animal health department and subsequently legalized by the Chilean Embassy or Consulate in that country (or region). 2. For personnel coming from the United States, the veterinarian health certificate should be approved by U.S. Department of Agriculture APHIS (Animal Plant Health Inspection Service), which will provide an exportation certificate. In this case, legalization by a Chilean consulate is not required. The nearest APHIS office to Washington, D.C. is in Annapolis, Md. and the certificate costs four dollars. Personnel importing a pet other than cats or dogs should contact GSO for information well before shipping.

## 7. PRIVATELY OWNED FIREARMS (POF)

Prior approval of the overseas command is required for shipment of privately owned weapons. The Embassy Regional Security Officer must approve importation of weapons (limited to those for sporting use.) To obtain approval, a message cable must be sent to the following GENSER address: AMEMBASSY SANTIAGO RSO. To ensure request is received, e-mail message cable to Santiago-RSO@state.gov and Santiago-MIL-CC@state.gov. The Chilean Ministry of Defense also must approve importation of weapons; the Embassy can help to facilitate this. Approved privately-owned weapons may be included in the employee's UAB when entering Chile, but not when departing Chile.

### a. HAND GUNS

No restrictions identified.

### b. RIFLES/SHOT GUNS

No restrictions identified.

### c. TOY RELATED GUNS

No restrictions identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No restrictions identified.

## 8. PRIVATELY OWNED VEHICLES (POVs)

Model year up to 5 years are acceptable

### a. POVs (includes data on prohibited vehicles, colors, etc.)

1.) US Embassy, Santiago will not accept HHG, UAB or POV shipments arriving by US Military Aircraft (CODE T shipment). 2) PERSONALLY-OWNED VEHICLES (AUTOMOBILES): Please see Embassy Management Notice 2010-061, Subject: Procedures for Importing, Purchasing or Selling a New or Used Vehicle in Chile, for additional information. It is absolutely essential that employees assigned to Santiago consult with Post management or GSO Shipping before shipping a personally-owned automobile (POV) to Chile. Eligible employees (Diplomatic and A T personnel) have two options



under which automobiles may be imported:--Temporary Import Permit: The temporary import permit allows the importation of all model year vehicles. The limitation (see below) governing model years does not apply to vehicles imported under a temporary import permit. The temporary import permit must be renewed annually and prohibits the employee from selling the automobile in Chile. The cost of the renewal permit is approximately \$200 USD. Please note that the initial entry permit cost is covered by your travel orders but subsequent permits are the owner's responsibility. The employee must export the vehicle upon departure from Post. There are no exceptions. The temporary import permit must be renewed every year. Post will assist and process Temporary Import Permit renewals, at the vehicle owner's expense. The process to obtain a TIP and diplomatic license plates takes about 45 days because pre-approvals from the MFA and Customs are not required. Additionally, a safety and emissions inspection is not necessary because the vehicle, as considered by the GOC, is temporarily imported and must be shipped upon the departure of the employee.--In-Bond Status Import Permit: This option allows the sale of the vehicle prior to final departure from Chile. To import an automobile (POV) under in-bond status, the vehicle must be a current year model or a next year model automobile upon the vehicle's arrival in country. (Thus, if an employee's automobile arrives in country between January and December 2010, it must be a 2010 or 2011 year model.) According to recent Chilean Government POV Import Policy, A T staff cannot import a new car valued at over \$30,000 USD. IMPORTANT: New model vehicles will have to undergo a Homology test (safety and emissions check) at a local testing site. The cost of the test (approx. \$300-\$700 USD) depends on the make and model of the POV and is the owner's responsibility. Also, a vehicle imported under this method may take up to 110 days to obtain the final import permit and diplomatic license plates because the employee must obtain a Chilean ID card (RUT) and GSO must receive several clearances from the MFA, Customs, and the Ministry of Transportation. PERSONALLY-OWNED VEHICLES (MOTORCYCLES, SCOOTERS, MOPEDS AND OTHER VEHICLES): The age model year restriction strictly applies to motorcycles, scooters, mopeds and other two or three-wheel vehicles. (Even if the vehicle is available in the Chilean market, an additional and very costly Homological testing, at POV owner's expense, may be required prior to clearance of late model automobiles, motorcycles and other similar vehicles.) The Government of Chile will not grant waivers to any vehicles that do not meet this strict age model year requirement. Non-complying vehicles will not be cleared and will be shipped back to the point of origin, at the employee's expense, if the additional expense is not contemplated in the travel orders. Given the strictness of the rules which govern the importation of POVs to Chile, it is absolutely essential that employees contact GSO Shipping as soon as possible following their assignment to Santiago. PERSONALLY-OWNED VEHICLES (POVs), IMPORTANT: Prior to shipping any vehicle, employees must submit to Post the following complete information, of the POV that is intended to be shipped to post: 1) Copy of the Title 2) PCS Orders 3) Copy of the Bill of Sale 4) Make and Model 5) Model year 6) Color 7) Vehicle Identification Number (VIN) 8) Engine number (normally located on the Engine Block) 9) Number of doors (a rear hatchback on a van or SUV is considered a door) 10) Gross weight in kilos 11) Number of cylinders 12) Number of valves 13) Number of seats 14) Type of gas (leaded or unleaded) The vehicle title documents must show the employee name, as owner (not spouse). If the vehicle is registered to both employee and spouse, please advise GSO Shipping. Under no circumstances should any vehicle be shipped prior to receiving formal clearance from GSO Shipping. As pointed out above, if shipment of a personally-owned automobile is contemplated, please advise Post which import option you wish to exercise. (a) Be prepared to wait an extended period for your vehicle to clear Chilean import procedures. In short, assuming that everything runs smoothly, the vehicle meets all the requirements, all documents are correct and were promptly submitted to GSO Shipping, in addition to the time it takes to complete the employee's accreditation, followed by time taken for the vehicle's delivery to the shipping dispatch agent at origin, booking space on a ship and MFA's issuance of pre-

approval and final import authorization, the employee can estimate to be driving his her POV between 16-24 weeks after the arrival of the employee in Santiago and submission of all correct POV documentation to GSO Shipping. Please note that even this lengthy wait may be a "best case scenario". Vacation periods and holidays, lack or incomplete submission of requested information documents, or even the slightest deviation from GOC documentation or procedure will slow down the Chilean clearance and approval process considerably. (b) To import an automobile into Chile, it must be equipped with a catalytic converter, stop brake light on the upper back part of the vehicle, in addition to meeting international safety and emissions standards. Unleaded gasoline and Diesel are readily available throughout Chile. The GOC restricts the duty free importation of privately owned automobiles to Diplomatic and AT personnel. (c) If you elect to exercise the in-bond status import permit option (para. 15 above) or the local purchase option (para. 16d below), note that the GOC imposes duties and taxes upon sale of imported duty-free POVs at the end of an employee tour. As a result, you should anticipate that the resale value of your imported duty-free vehicle at the end of the tour will be less than what it will be in the U.S. Imported vehicles that are not common to the Chilean market may be difficult to sell locally. (d) Given the rules governing the importation of POVs and the lengthy process required prior to receiving and driving the vehicle, a fair number of employees opt to purchase a used or new car in Chile. The Post weekly newsletter, Santiago Scene, often contains advertisements for used cars for sale, especially during the mid-year transfer season. In addition, employees may also consider purchasing a new duty-free vehicle from a local dealer. Prices of new cars in the local market are somewhat higher than those bought in the U.S., but they retain a better resale value, especially when all applicable taxes have been included in the original purchase price. If the car has been purchased duty-free, you may sell the vehicle in the local market at the end of your tour provided that the pro-rated amount as determined by the GOC of the previously waived value added tax is paid by either seller or purchaser. If the sale is made to a person with diplomatic privileges, this tax will not be waived. In order to purchase a vehicle in the local market, new or used, the employee must have completed the accreditation process and have the Chilean ID (RUT) in his her possession. Keep in mind that locally purchased vehicles cannot be imported into the US, because they do not meet U.S. safety and emissions standards. As a result, we strongly recommend selling your locally purchased POV, prior to your final departure from post. Purchasing a vehicle in the local market also has its risks, especially when purchasing a POV from an unknown or unreliable source. Before the buyer completes the purchase of the vehicle, the employee should obtain the vehicle background certificate, which can be purchased from a nearby municipality office. The certificate will show if the vehicle has a lien or any outstanding traffic or parking violations. Unfortunately, municipalities are not bound to promptly register such infractions, hence you may be obtaining an inaccurate certificate and the new owner would be responsible for any outstanding tickets incurred up to four years, prior to the date when you purchase the vehicle. As a result, post recommends purchasing new vehicles or used vehicles from a reliable source. (e) If you decide to ship your POV (automobile) to Chile, Post recommends you ship only vehicles already available on the local market so that, service and parts will not a problem. Post strongly discourages employees from shipping unique automobiles including biofuel-only and hybrid vehicles, except for the Honda Civic Hybrid, which is, currently, the only vehicle of its kind available in Chile.

## **b. MOTOR CYCLES/MOPEDS**

The Government of Chile considers motorcycles to be motor vehicles. (Current-model-year stipulation of para 8(1) applies for motorcycles as well as cars.) Thus, if the employee is in status and importing a car, or in diplomatic status and importing two cars, he or she may not also import a

motorcycle. Contact Embassy GSO Shipping @ 011-56-2-330-3338.

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

AUTO INSURANCE: By Chilean law, all vehicles must have basic, mandatory liability insurance (cost is app. USD 15 annually). Since the coverage provided by this policy is negligible for damage to other vehicles, public property or medical costs for other parties injured in an accident, all USG personnel must carry additional third party liability insurance. Additional local liability insurance against damage injury to others costs about USD 200 a year from a local insurance company. Two widely used U.S. firms that can also provide this coverage are Clements and Co. (Washington D.C.) and Harry J. Jannette Jr. (Dallas, TX). Many employees also buy collision theft comprehensive coverage from those companies. Please note that USAA does not write automobile insurance coverage in Chile. Post would be glad to provide information on the process of obtaining supplemental local automobile insurance coverage.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

None

#### a. CBS

Importation or utilization of CB radios by DOD personnel is prohibited.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

May be imported; however, this equipment may not be operated in Chile until properly licensed and the frequency has been cleared approved by the Government of Chile Telecommunications Department.

#### d. DISH ANTENNAS

No restrictions identified.

## e. CORDLESS PHONES

No restrictions identified.

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Chile should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Chile.

## 13. OTHER

a. WEATHER: In Santiago (the capital), the June-September winter season is cold and rainy; the temperature rarely drops to freezing but dampness and fog give the cold air a penetrating quality. Be aware the climates of other areas in Chile differ greatly from the capital. The Great Northern Desert, constituting one-fourth of the country, is one of the driest and most barren areas on earth. The Archipelago South of Puerto Montt, with its forested fjords and glaciers, bears resemblance to Southern Alaska. b. POLLUTION: All areas of Santiago are affected by a high index of pollution which appears as a heavy smog in the winter and dust in the summer. Pollution levels rise to unacceptable levels (PM-10 levels of 240 MCG. M3) on an average of five to six times per year. The major health effects include difficulties with breathing, respirator problems and aggravation of existing respiratory, cardiovascular, allergic and asthmatic diseases. This is particularly true for the elderly and children, and those with confirmed asthmatic and allergic symptoms. The most severe pollution occurs during the months of May to October. c. HOUSING: (1) Embassy houses and apartments have 24-hour roving security patrol and, in most cases, secure off-street parking. They are in an area convenient for shipping, restaurants, etc., and within walking distance of the Embassy. (2) Most USG-leased or owned houses in Santiago are located in eastern suburbs that are reasonable close to the two international schools most often selected by Mission personnel for their children. Houses may have swimming pools and most have lawns gardens; it is the occupant responsibility to maintain both. Professional pool maintenance costs approximately USD 60 or more per month (depending on the exchange rate. If you are assigned to a house with a pool and intend to maintain it yourself, bring vacuum house and equipment, brushes, etc. These items are more expensive in Chile. Pool chemicals are hazardous materials and may not be shipped in HHE. Gardening services are available, but they too can be expensive (USD 100 per month.) If you choose to do your own gardening, consider shipping a lawnmower and garden tools to Post to avoid the high cost of purchasing these items in Santiago; Post does not provide them.

## General Instructions: CHINA (CN)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVESEFF 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HHGS TDY WEIGHT ALLOWANCE USING DOS TRANSPORTATION SVS IAW DTR, PART IV, APPX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MBR MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSP. FOR SHPTS PICKING UP AFTER 1 OCTOBER 2013, DOD AND USCG PPO PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER EMPLOYEES ARE COUNSELED WITHIN DPS IAW JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK -DEPARTMENT OF STATE MANAGED SHIPMENT-. NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER EMPLOYEES ORDERS VIA FAX EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891 0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A -CANCELLED- STATUS.

Effective 1 April 2010 GBLOC QBDK (Beijing) shipments for DOD and U.S. Coast Guard Personnel assigned to the Diplomatic Mission in Beijing must be routed per the special instructions in PPCIG GBLOC QBDK Instructions.OTHER: Household goods ship via OTO Code 4.

**BEIJING-** The port of discharge is Xingang, Tianjin, PRC (China). Consign to Embassy of the United States-Beijing, 55 An Jia Lou Lu, Beijing, 100600 China PRC. (ch 1 29 10)

**CHENGDU-** The port of entry is Shanghai, and the Port of Discharge is Chengdu, PRC (China). Consign to: American Consulate Chendu, 4 Linshiguan Road, Wuhou District, Chendu, China PRC.(CH 25-Mar-2016 SDDC-PAC RB)

**SHENYANG-** The nearest Port of Discharge is Dalian Liaoning, PRC (China). Consign to: Consulate General of the United State of American, Shenyang, China, No. 52, 14 Wei Road, Heping District, Shenyang, China.(CH 29-Mar-2016 SDDC-PAC RB)

**WUHAN-** Wuhan does not process LCL for diplomatic shipments. Port of discharge is Wuhan Yangluo Port. Consign to: American Consulate General Wuhan, 4701 New World International Trade Tower 1, No. 568, Jianshe Avenue, Hankou, Wuhan 430022. (CH 04-Jan-2018 TCJ4-HB-PAC RB)

**GUANGZHOU-** The port of discharge is Jiaoxin, Guangzhou, PRC (China). Consign to Consulate General of the United States of America-Guangzhou, 43 Hua Jiu Lu, Zhu Jiang New Town, Guangzhou, 510623, China(CH 06-DEC-2017 USTCJ4-HB-PAC RB)

**SHANGHAI -** The port of discharge is Shanghai, PRC (China). Consign to: U.S. Consulate General Shanghai, 1469 Huai Hai Zhong Lu, Shanghai, China, Tel:+86-21-80112237/2333/2241, Fax:+86-21-61212180, Email:ShanghaiGSOShipping@state.gov(CH 19-Nov-2020 TCJ9-OH-Pac RB)Routing:

**BEIJING-** Use any carrier direct to Xingang or an American ocean carrier (for example: American President Lines and Maersk Sealand).

**CHENGDU-** Use any carrier direct to Chengdu (transferring via Shanghai) or an American ocean carrier.(CH 25-Mar-2016 SDDC-PAC RB)

**SHENYANG-** Use any carrier direct to Dalian or an American ocean carrier.(CH 29-Mar-2016 SDDC-PAC RB)

**GUANGZHOU-** Use American Flag carrier when available or any other carrier if American Flag carrier is not available to Jiaoxin Port. If necessary, Hongkong or Chiwan is the transship port.(CH 06-DEC-2017 USTCJ4-HB-PAC RB)

**SHANGHAI-** Use any carrier, if no U.S. flagged vessel is available, direct to Shanghai.(CH 19-Nov-2020 TCJ9-OH-Pac RB)

DoD Agencies supported by the US Embassy, Beijing and US Consulate, Shanghai,

China: - Navy-US Marine Corps, Includes Olmsted Scholars - Army-HQ DA-DCSPER (students at Foreign Civilian Schools) - US Marine Security Guard Support - DCSOPS – Strategic Leadership Division (Beijing only) - Defense Intelligence Agency - US Air Force ScholarsNOTE – Shipments for Foreign Affairs Officers cannot be cleared through Diplomatic Channels. The Beijing Post Shipping Office can assist by coordinating required documents with the local destination agent for China Customs clearances. (CH 22-APR-2019 TCJ4-HB RB)NOTE for Shanghai – Shipments for USG personnel who do not work for the Consulate and do not obtain diplomatic credentials issued by Chinese Ministry of Foreign Affairs cannot be cleared through Customs. The Shanghai Post Shipping Office can provide limited assistance by coordinating required documents with the local destination agent for China Customs clearances. Customs duties will be imposed.(CH 19-Nov-2020 TCJ9-OH-Pac RB)

#### a. WEIGHT RESTRICTIONS

Commercial storage facilities are unavailable. NTS should be utilized for excess HHG for the duration of the overseas tour. As outlined in the JTR, service members are authorized a limited shipment of household effects. A partial shipment of household goods, or an unaccompanied (hold) baggage shipment, may be shipped by air freight directly to Beijing. ARMY PERSONNEL: (a) Accompanied & Unaccompanied tour: 25 percent of full JTR weight allowance or 2,500 pounds, whichever is greater. (b) UB shipments via expedited mode (commercial air), maximum of 1,000 net pounds including PBP&E is authorized (see JTR, par. 5210-B). (c) The administrative weight restriction does not apply to the Defense Attache Officer (DAO). The DAO is authorized to ship full JTR weight allowance. (see JTR, par. 5202-E1c) (d) Shipment of POVs are only authorized for DoD personnel with tour lengths greater than 15 months. Refer to Section 8. PRIVATELY OWNED VEHICLES (POVs) for additional information and restrictions. (CH SDDC-PAC 16-Sep-2015 RB)

#### b. CONTAINER/CRATING REQUIREMENTS

Due to the use of commercial narrow-body aircraft, external shipping containers for Code T shipments moving to/from South and Central America in accordance with PPP-B-601, style A or B, are required, not to exceed 60 inches in height. In accordance with Item 508, international Personal Property Rate Solicitation, special packing arrangements will be authorized by the PPSO for oversize items which will not fit into the restricted height container. Only non-coniferous wood products are permitted in the packing and shipment of goods. Examples of coniferous trees include pines, spruces, and firs. Fumigation: Shipments (air and surface) originating or transiting from the United States or Japan with unfumigated coniferous wood packing materials are prohibited. Failure to comply will result in long delays as shipments will have to be repacked. Without the proper certificates, shipments will be turned back or destroyed upon arrival in China. 1) Provide official fumigation certificates for shipments with coniferous wood packing materials. 2) Provide non-coniferous wood packing certificates by exporters for shipments with non-coniferous wood packing materials. 3) Provide non-wood packing certificates by exporters for shipments without wood packing. (CH 19-SEP-2014 SDDC-PAC RB)

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE



Ship via OTO Code 8 to coincide with member's arrival. Note: Due to lack of storage space, unaccompanied baggage should not arrive in Beijing, Guangzhou, Shanghai, Wuhan or Chengdu prior to employee's arrival without prior permission from the US Embassy in Beijing, or the US Consulates in Guangzhou, Shanghai, Wuhan, Shenyang, or Chengdu. BEIJING-Consign to U.S. Embassy - Beijing, 55 An Jia Lou Lu, Beijing, 100600 China PRC. GUANGZHOU-Consign to Consulate General of the United States of America - Guangzhou, No. 43, Hua Jiu Lu, Zhujiang Xincheng, Guangzhou, China 510623 SHANGHAI-Consign to Consulate General of the United States of America - Shanghai, 1469 Huai Hai Zhong Lu, Shanghai 200031 China CHENGDU-Consign to Consulate General of the United States of America - Chengdu, 4 Lingshiguan Road, Wuhou District, Chendu, China PRC. WUHAN-Consign to Consulate General of the United States of America - Wuhan, 4701, New World Trade Tower I, No. 568 Jianshe Ave, Hankou District, Wuhan, Hubei, China 430022. Use Wuhan Tianhe airport. (CH SDDC-PAC 16-Oct-2016 RB) SHENYANG-Consign to: Consulate General of the United State of America - Shenyang, China, No. 52, 14 Wei Road, Heping District, Shenyang, China.(CH 29-Mar-2016 SDDC-PAC RB)

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. DOCUMENTATION: Unaccompanied Baggage shipping notification should be forwarded via message providing the airway bill number, number of pieces, gross weight, and estimated time of arrival. A copy of the airway bill and a inventory (with statement of estimated value prepared by the original packer) are also required to be sent by email to: BEIJING-BeijingGSOShipping@state.gov, DaoBeijing@state.gov, or fax to 86-10-8531-3365. GUANGZHOU-GuangzhouShipping@state.gov, or send by fax to 86-20-3814-5000 SHANGHAI-ShanghaiGSOShipping@state.gov CHENGDU-ZhaoMY@state.gov WUHAN-WuhanShipping@state.gov, or by fax to 86-27-8555-7761. SHENYANG-ShenyangGSO@state.gov, or by fax to 86-24-2322-2374.(CH 29-Mar-2016 SDDC-PAC RB)b. HHG documents must include a copy of the Ocean Bill of Lading (OBL) and inventory with a statement of estimated value prepared by the original packer. Send original shipping documents via DHL or FedEx, or email to the email addresses indicated. OBL and inventory are required to change delivery orders in advance. BEIJING-GSO Shipping, U.S. Embassy Beijing, 55 An Jia Lou Lu, Beijing, 100600 China PRC.BeijingGSOShipping@state.gov, DaoBeijing@state.gov or faxed to GSO Shipping Beijing at 86-10-8531-3365. GUANGZHOU-GuangzhouShipping@state.gov prior to shipment arrival in China. Express or Telex release is accepted. SHANGHAI-ShanghaiGSOShipping@state.gov. Post prefers telex release B L or express release B/L, but Original B L is acceptable. CHENGDU-GSO Shipping, U.S. Consulate Chengdu, 4 Lingshiguan Road, Wuhou District, Chengdu, China PRC. Email: zhaomy@state.gov. WUHAN-Email: WuhanShipping@state.gov, or fax to 86-27-8555-7761, Attn: Management Wuhan. SHENYANG-Consulate General of the United State of American, Shenyang, China, No. 52 14 Wei Road, Heping District, Shenyang, China. Email: ShenyangGSO@state.gov or faxed to 86-24-23222374.(CH 29-Mar-2016 SDDC-PAC RB)c. Department of Defense (DoD) personnel not on diplomatic assignment (i.e. Scholars, FAO-ICT, etc) are required to obtain a local residence permit as soon as arrival in China. Without the local residence permit, shipments cannot clear Chinese customs. The local residence permit is issued by the local security office. Obtaining a local residence permit is a lengthy process that takes 10 or more working days. Therefore, household goods and unaccompanied baggage shipments should arrive AFTER THE PERMIT IS GRANTED. (CH 22-Mar-2016 SDDC-PAC RB) SHANGHAI: DoD personnel e.g. Olmsted Scholars attending a school or college MUST get a confirmation in writing from the local school or college prior to shipping HHG or UB to Shanghai. The local school or college may not be willing to stamp Chinese Importation Customs Forms once the shipment arrives without that prior written confirmation. Without stamped Chinese

Importation Customs Forms, an Import Permit cannot be obtained. (CH 19-Nov-2020 TCJ9-OH-PAac RB)d. Shipments for personnel who are not in diplomatic status are consigned to the member in care of the local household goods agent. DO NOT consign household effects and unaccompanied baggage shipments to the American Embassy Beijing or to U.S. Consulate General Shanghai. (CH 19-Nov-2020 TCJ9-OH-PAac RB)e. Shipments for personnel who are not in diplomatic status will be assessed a customs tax of 20% for electronic items, 10% for furniture items, and 10% for food items shipped into China. Electronic items subject to the 20% custom tax include computer, VCR, DVD, TV, and refrigerators. Furniture items subject to the 10% custom tax include desk, cabinet, chair, sofa, mattress and table. (ch 1 29 10)f. QUARANTINE RESTRICTIONS - FUMIGATION: All shipments originating from the United States or Japan MUST have a certificate of fumigation. (CH)g. CHINESE CULTURAL RELICS: Importation is restricted. Anyone bringing in Chinese antiques should have an itemized list to avoid custom difficulties upon departure. (CH)SHIPPING RESTRICTIONS FOR THE SHANGHAI POST: 1. The following items may not be imported into China: firearms, bullets, Chinese cultural relics, motorcycles, and radio transmitters (i.e., CB, ham, and radio telephones). 2. Antiques, Chinese or otherwise, purchased outside the country (including Taiwan and Hong Kong) may be re-exported. To facilitate re-export upon departure, ensure that all antiques are listed on an incoming packing list, insurance documents, and customs declaration. 3. Chinese quarantine regulations prohibit the clearance of food and food products shipped with personal effects. If the Customs and Quarantine Office discovers food items on your packing list, this will delay clearance of your shipment and may result in inspection of your entire shipment and confiscation of prohibited items. Enforcement of these regulations is inconsistent. When packing out from your current post, carefully review your packing list before signing it. 4. Per local quarantine regulation, the following items may not enter China either by shipment or hand carried: a. Animals Products: (including mayonnaise); fat and grease, hides, hairs, hooves, bones and horns; animal-derived items (including feedstuffs, Chinese medicinal materials or fertilizer). b. Plants and Plant Products: fresh fruits and vegetables; tobacco leaves (except cut tobacco); seeds (seedlings), nursery stocks and other propagating plant materials; organic cultivation media c. Other Objects: animal carcasses and animal specimens; soil; genetically modified biomaterials raw or cooked meats, aquatic animal products; animal-derived milk and milk products (including yogurt, cream, butter, cheese and other dairy products); eggs and egg products (including mayonnaise); fat and grease, hides, hairs, hooves, bones and horns; animal-derived items (including feedstuffs, Chinese medicinal materials or fertilizer).(CH 19-Nov-2020 TCJ9-OH-Pac RB)

### 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location.(CH 05-May-2021 TCJ9-OH-PAC RB)Consumables may be shipped with household goods if packed in separate crates or liftvans. Extra care must be exercised to check the sturdiness of shipping boxes when packing canned foods and other heavy foodstuffs. Consumable shipments by DoD personnel in a non-diplomatic status will be subject to customs fees. (ch 1/29/10)

#### a. ALCOHOLIC BEVERAGES

No restrictions. However, personnel in a non-diplomatic status are not authorized to import wine and liquor into BEIJING or GUANGZHOU.(CH 06-DEC-2017 USTCJ4-HB-PAC RB) FOR All China Mission Posts-For personnel in a diplomatic status, importing Alcoholic Beverages containing 12 to 22 percent alcoholis limited to 300 bottles per year. Importing liquor containing more than



22 percent alcohol is limited to 100 bottles per year. (CH 06-DEC-2017 USTCJ4-HB-PAC RB)

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions. However, personnel in a non-diplomatic status are not authorized to import tobacco into BEIJING or GUANGZHOU. (CH 06-DEC-2017 USTCJ4-HB-PAC RB) FOR All China Mission Posts-For personnel in a diplomatic status, importing cigarettes is limited to 15,000 pieces per year. Importing cigars is limited to 1,000 pieces per year. Importing cut tobacco is limited to 5,000 grams per year. (CH 06-DEC-2017 USTCJ4-HB-PAC RB)

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

Animal products including canned meat, plants, seeds (including rice and wheat), and pet food are not allowed importation to ALL China mission posts. (CH 22-Mar-2016 SDDC-PAC RB)

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

For FAO shipments, import customs duty will apply on new electrical equipment. (CH 22-Mar-2016 SDDC-PAC RB)

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

For FAO shipments, import customs duty will apply on new TVs. (CH 22-Mar-2016 SDDC-PAC RB)

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

Do not ship pets unless authorized by the USDAO and Embassy Consulates GSO. Dogs and cats are strictly forbidden in hotels in China and should not be shipped to Beijing unless arrangements are first made for the pets to be cared for. Dogs and cats must have a recent rabies vaccination and Certificate of Good Health from US APHIS official veterinarian (APHIS form 7001 with APHIS vets signature and embossed stamp) dated less than 12 months prior to shipment. GUANGZHOU-

The General Administration of Customs changed quarantine requirements. New regulation on Quarantine of Pets Carried by Entry Passengers effective on May 1, 2019. To avoid having pet quarantined at the airport for 30 days after May 1, 2019, Guangzhou Airport Customs requires the following 5 documents, and applies to ALL personnel, including Diplomats. 1. An International Certificate of Health Examination for Small Animals (APHIS- International Health Certificate) should be completed by a USDA-Accredited veterinarian at the time of vet examination, then endorsed at a USDA Veterinary Services Office. If the pet is from/transits the U.S, or you are unable to obtain the APHIS international health certificate, the equivalent health and rabies certificates should be obtained from the appropriate animal health organization in the country or region of departure. 2. A valid rabies vaccination certificate. 3. Passport. Chinese regulations allow for only one pet to be imported per passport holder per entry. All pet documentation should be under the traveler's name which name must match exactly with the same in the passport. 4. Pets MUST be implanted with valid electronic microchips. The implanted microchip must conform to international standards ISO 11784 and 11785. The 15-bit microchip code contains only numbers and ensures it can be read by the reader. If the chip does not meet the above criteria, it should have its own reader that can read the implanted chip. 5. Pets from non-designated countries and regions (excludes New Zealand, Australia, Fiji, French Polynesia, Hawaii, Guam, Jamaica, Iceland, United Kingdom, Ireland, Liechtenstein, Cyprus, Portugal, Sweden, Switzerland, Japan, Singapore, China Hong Kong, China Macao.) shall provide rabies antibody test reports issued by designated laboratories (antibody titers or immune antibody doses shall be above 0.5 IU/ml). The blood collection date of the rabies antibody titer test should be no earlier than the second rabies vaccination (may be the same day or later). The rabies antibody titer test is valid for ONE year from the date of blood collection (Note: the rabies antibody titer test results continue to be effective if the pet is vaccinated again within the validity period) The pet owner's name on the International Health Certificate MUST match exactly with the name in their passport. Guangzhou Quarantine Bureau requires rabies vaccinations be received at least one month but not more than twelve months prior to arrival. Guangzhou Animals and Plants Bureau requests the certifying examination be conducted less than 12 days prior to the arrival of the pet. Do not consign pets to post as cargo but accompanied luggage instead. If more information is needed, please email [jiancw@state.gov](mailto:jiancw@state.gov).(CH Entire Para 27-OCT-2020 TCJ9-OH-Pac RB)BEIJING – The General Administration of Customs changed quarantine requirements. New regulation on Quarantine of Pets Carried by Entry Passengers eff May 1, 2019. To avoid having pet quarantined at the airport for 30 days after May 1, 2019, the Beijing airport customs requires the following 5 documents, and applies to ALL personnel, including Diplomats. 1. An International Certificate of Health Examination for Small Animals (APHIS- International Health Certificate) should be completed by a USDA-Accredited veterinarian at the time of vet examination, then endorsed at a USDA Veterinary Services office. If the pet is from/transits the U.S, or you are unable to obtain the APHIS international health certificate, the equivalent health and rabies certificates should be obtained from the appropriate animal health organization in the country or region of departure. 2. A valid rabies vaccination certificate. 3. Passport. Chinese regulations allow for only one pet to be imported per passport holder per entry. All pet documentation should be under the traveler's name 4. Pets MUST be implanted with valid electronic microchips. The implanted microchip must conform to international standards ISO 11784 and 11785. The 15-bit microchip code contains only numbers and ensures it can be read by the reader. If the chip does not meet the above criteria, it should have its own reader that can read the implanted chip. 5. Pets from non-designated countries and regions (includes New Zealand, Australia, Fiji, French Polynesia, Hawaii, Guam, Jamaica, Iceland, United Kingdom, Ireland, Liechtenstein, Cyprus, Portugal, Sweden, Switzerland, Japan, Singapore, China Hong Kong, China Macao.) shall provide rabies antibody test reports issued by designated laboratories (antibody titers or immune antibody doses shall be above 0.5 IU/ml). The

blood collection date of the rabies antibody titer test should be no earlier than the second rabies vaccination (may be the same day or later). The rabies antibody titer test is valid for 1 year from the date of blood collection (Note: the rabies antibody titer test results continue to be effective if the pet is vaccinated again within the validity period) Please contact [BeijingGSOShipping@state.gov](mailto:BeijingGSOShipping@state.gov) if more info is needed. SHANGHAI - Same requirements as Guangzhou and Beijing. (CH 19-Nov-2020 TCJ9-OH-Pac RB)

## 7. PRIVATELY OWNED FIREARMS (POF)

Importation is PROHIBITED.

### a. HAND GUNS

Importation is PROHIBITED.(CH 22-Mar-2016 SDDC-PAC RB)

### b. RIFLES/SHOT GUNS

Importation is PROHIBITED.(CH 22-Mar-2016 SDDC-PAC RB)

### c. TOY RELATED GUNS

Photos and user manuals are requested by the Post for pre-review prior to shipment.(CH 22-Mar-2016 SDDC-PAC RB)

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Importation is PROHIBITED.(CH 22-Mar-2016 SDDC-PAC RB)

## 8. PRIVATELY OWNED VEHICLES (POVs)

NOTE: DoD personnel in a non-diplomatic status are not authorized to import privately owned POVs into Beijing. (ch 1/29/10) DO NOT consolidate HHGs and POV the same Ocean Container as Chinese Customs clearance procedures differ for each commodity.(CH 25-Mar-2016 SDDC-PAC RB) ALWAYS check with Post prior to contemplating shipping a POV as requirements may change without prior notice.(CH 25-Mar-2016 SDDC-PAC RB) SHANGHAI - DoD personnel in a non-diplomatic status are not authorized to import privately owned POVs into Shanghai. DO NOT consolidate HHGs and POV in the same Ocean Container as Chinese Customs clearance procedures and length of time differ. ALWAYS check with Post prior to contemplating shipping a POV as requirements may change without prior notice. There are extremely high requirements on emission standard for imported vehicles in China. Different places in China may have different emission standard but the vehicle will not be confirmed to get registered with a diplomatic plate until the vehicle finally passes local testing. Therefore, it's hard to tell beforehand whether the car can be registered prior to its arrival to post.(CH 19-Nov-2020 TCJ9-OH-Pac RB)

### a. POVs (includes data on prohibited vehicles, colors, etc.)

Please contact the below email addresses and ask for detailed information on Emissions Standards, Chinese National Standards for POV registration, and importation and registration restrictions prior to dispatching the POV as requirements differ based on the final destination of the POV.-BEIJING-[BeijingGSOShipping@state.gov](mailto:BeijingGSOShipping@state.gov), DaoBeijing@state.gov-GUANGZHOU-[GuangzhouShipping@state.gov](mailto:GuangzhouShipping@state.gov)-SHANGHAI-[ShanghaiGSOShipping@state.gov](mailto:ShanghaiGSOShipping@state.gov)-CHENGDU-

zhaomy@state.gov-WUHAN-WuhanShipping@state.gov-SHENYANG-ShenyangGSO@state.gov(CH 06-DEC-2017 USTCJ4-HB-PAC RB)(1) Cars with carburetors cannot be registered. Only electronic injection models with catalytic converters will be registered.(2) Diesel-fuel POVs cannot be imported INTO BEIJING and GUANGZHOU. Email Guangzhoushipping@state.gov for detailed importation and registration requirements.(CH 27-OCT-2020 TCJ9-OH-Pac RB)(3) If you are considering shipping a POV, please contact GSO Shipping as soon as possible. Please provide a copy of POV title, POV invoice for customs clearance, and users manual for registration. Please provide VIN numbers, engine number and chassis number for all POVs.(CH 19-SEP-2014 SDDC-PAC RB)(4) DIPLOMATIC IDENTIFICATION: Customers must have received their Diplomatic I.D. from the Peoples Republic of China Ministry of Foreign Affairs before their POV can be cleared through Chinese Customs. Diplomatic I.D.s can take up to 20 working days (or more) to be processed once the customer arrives into China.(CH 23-Mar-2016 SDDC-PAC RB)(5) PRIOR TO TURNING IN YOUR POV TO A VPC, customers need to provide a clear photo of the "Emission Control Information" label on the hood of the POV, to the GSO of the US Embassy Consulate to confirm the car meets local emission standards. Once approval to ship the POV is received from the GSO, the POV can be turned in to a VPC for transport by the State Department. Customers must be in possession of their Diplomatic I.D. prior to their POV arrival to ensure Chinese Customs Clearance (see paragraph (4) above).(CH 20-Jan-2016 SDDC-PAC RB)

#### b. MOTOR CYCLES/MOPEDS

Importation of Motorcycles is PROHIBITED.

#### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gasoline is currently available in the downtown areas of Beijing, Wuhan, and Guangzhou, but MAY NOT be available outside the city limits. Removal of the catalytic converter is PROHIBITED.(CH 27-OCT-2020 TCJ9-OH-Pac RB)

#### d. INSURANCE AND SAFETY REQUIREMENTS

Third party insurance is required and can be obtained upon arrival. POVs must be shipped in a sea container. No restrictions identified for safety requirements.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Importation is PROHIBITED.(CH 22-Mar-2016 SDDC-PAC RB)

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Importation is PROHIBITED.(CH 22-Mar-2016 SDDC-PAC RB)

### 11. TRANSMITTING EQUIPMENT

Must be approved by host country prior to shipment.(CH 22-Mar-2016 SDDC-PAC RB)

#### a. CBS

Importation is PROHIBITED.

**b. AMATEUR/HAM RADIOS**

Importation is PROHIBITED.

**c. MARS EQUIPMENT**

Importation is PROHIBITED.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement/separation in China should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of China.

**13. OTHER**

a. STORAGE: While assigned to temporary quarters, employees will not be authorized access to household effect shipments in commercial storage unless excess charges are paid personally. Upon assignment of permanent quarters, member is expected to accept delivery of ALL HHE or to place excess items in commercial storage at personal expense. Storage space in Embassy-leased and government-owned quarters is very limited. b. HI-VALUE: Shipments of hi-value items are not recommended.

## General Instructions: CHRISTMAS ISLAND (CX)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### **b. CIGARETTES/TOBACCO PRODUCTS**

No restrictions identified.

#### **c. COSMETICS**

No restrictions identified.

#### **d. FOOD STUFFS AND MEATS**

No restrictions identified.

#### **e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

### **4. ELECTRICAL EQUIPMENT**

No restrictions identified.

#### **a. HOME COMPUTERS**

No restrictions identified.

#### **b. TVs/VCRs**

No restrictions identified.

#### **c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

### **5. FURTNITURE, OVERSIZED**

No restrictions identified.

### **6. PETS/QUARANTINE**

No restrictions identified.

### **7. PRIVATELY OWNED FIREARMS (POF)**

No restrictions identified.

#### **a. HAND GUNS**

No restrictions identified.

#### **b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.



d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: CLIPPERTON ISLAND (CP)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: COCOS (KEELING) ISLANDS (CC)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.



d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: COLOMBIA (CO)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES" EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL ACCREDITED THROUGH THE MINISTRY OF FOREIGN AFFAIRS OF THE GOVERNMENT OF COLOMBIA ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

Effective 1 April 2010 GBLOC ZFDK (Bogota) shipments for DOD and U.S. Coast Guard Personnel assigned to the Diplomatic Mission in Bogota must be routed per the special instructions in PPCIG GBLOC ZFDK Instructions. Use Special Solicitation rates for Code 4 and Code 8 shipments between CONUS and Colombia.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations and PCS orders.

#### b. CONTAINER/CRATING REQUIREMENTS

Use of regular/standard 20' and 40' containers are authorized to transport HHGs/HHEs and POVs to post. Unaccompanied Air Baggage shipments must be packed in tri-wall UAB boxes and may not exceed 15 cubic feet. Special handlings and/or crating requirements are subject of authorization from the transportation offices to the ITGBL/origin moving agents.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

Upon arrival of employee at post and provided that the UAB has arrived to post, GSO, Customs and Shipping Unit requires legible copy of the bio-page of employee's passport and entry stamp to start clearance process that takes an average of seven working days.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. The US Embassy arranges for all customs clearances from ports of entry for all accredited personnel assigned to the US Mission in Colombia. The Embassy must be provided with a detailed packing list. b. Diplomatic/administrative technical customs exemptions: Diplomatic personnel are entitled to import a maximum total of \$50,000.00 worth of personal property duty free the first year in country and \$3,500.00 for every year following. Administrative and technical personnel are authorized a maximum total of \$30,000.00 in personal property the first year only. It is important to note that the maximum totals include the purchase price of a privately owned vehicle which needs to be supported by the Bill of Sale. c. Personnel contemplating retirement, separation or relocation to Colombia, or Colombian military or civilian personnel in the US on USG travel orders, are responsible for all customs entry requirements to include payment of duties and taxes and are a personal matter between the member and the Government of Colombia. Members should contact the nearest Colombian Consulate for information concerning customs requirements.

## 3. CONSUMABLES

No restrictions identified to import consumables as part of HHGs/HHEs to post as far as all the shipment is declared as HHG/HHE

### a. ALCOHOLIC BEVERAGES

No restrictions to import alcohol as part of HHGs/HHEs to post, as far as all the shipment is declared as HHG/HHE. However, even though employee is able to import alcohol to country, GSO will need to check the feasibility to export alcohol when departing from post.

### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions to import cigarettes/tobacco products as part of HHE as far as all the shipment is declared as HHG/HHE

### c. COSMETICS

No restrictions identified.

### d. FOOD STUFFS AND MEATS

No restrictions identified to import food stuffs as part of HHG/HHE as far as all the shipment is declared as HHG/HHE. Nonperishable food can be shipped in the UAB/HHG/HHE to post.

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

## 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

### a. HOME COMPUTERS

No restrictions.

**b. TVs/VCRs**

No restrictions.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions.

**5. FURTNITURE, OVERSIZED**

Not recommended.

**6. PETS/QUARANTINE**

a. ~~UN~~UNACCOMPANIED. Originals and copies of the following documents should be submitted to GSO, Customs and Shipping Office as soon as possible before arrival of employee to post:(1)Original and legible copy of vaccination certificate (including rabies) showing vaccinations received and dates. Pet must be vaccinated for rabies at least 30 days before the pet get to Colombia(2)Original and legible copy of the health certificate issued by a veterinarian, including breed, sex, and age of animal issued within eight days of arrival certifying that the pet is healthy, and that there is no evidence of diseases communicable to humans.(3)Advance Air Waybill (Transportation document) to confirm consignment(4) Date and time of arrival of pet and flight number.Post recommends to ship pets on early morning flights arriving between Mondays and Fridays. Pets arriving at an airport after 12:00 PM or on a weekend or Colombian holidays may have to spend the night or weekend in the airport's warehouse facilities without proper care. b. ACCOMPANIED: GOC requires bringing pets accompanied with certificate of good health from its veterinarian issued eight days prior to the travel day including breed, sex, and age of pet and a vaccination certificate; pet must be vaccinated for rabies at least 30 days before the pet arrives to Colombia..For pets arriving accompanied (as checked baggage or in cabin) no assistance is needed to handle pets thru GOC authorities at the airport. A fee of \$30 USD or Colombian pesos must be paid to get the entrance certificate.

**7. PRIVATELY OWNED FIREARMS (POF)**

Weapons/guns/firearms, are not allowed as part of UABs or HHGs. (ch per US Southern Command | J43 email dtd 4/4/2024)

**a. HAND GUNS**

Weapons/guns/firearms, are not allowed as part of UABs or HHGs. (ch per US Southern Command | J43 email dtd 4/4/2024)

**b. RIFLES/SHOT GUNS**

Weapons/guns/firearms, are not allowed as part of UABs or HHGs. (ch per US Southern Command | J43 email dtd 4/4/2024)

**c. TOY RELATED GUNS**

No restrictions identified.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No ammunition is authorized to be shipped as part of personal belongings to post.

### 8. PRIVATELY OWNED VEHICLES (POVs)

a. Incoming PCS Personnel assigned to SCO/USMILGP Colombia as of 01 OCT 2015 are authorized to ship POVs to Colombia. Defense Attaché Office (DAO) personnel assigned to GBLOC ZFDK (Bogota) have retained this privilege since 2010. Personnel are required to obtain prior approval from the SCO and the US Embassy General Services Office (GSO) before shipping any POV. Refer to the SCO Colombia Consignment guide for more detailed instructions. It is vital when orders to Colombia are issued that the Member contact the SCO/MILGP Colombia and most importantly, the Embassy GSO. The member will be sent a detailed ¿POV Handbook¿ which provides comprehensive instructions and guidance on every aspect of owning, registering, shipping and insuring your POV in Colombia. Additionally, US Transportation Command (USTRANSCOM) has put together a comprehensive ¿Shipping your POV¿ guide as attachment K3 in the Defense Transportation Regulation(DTR) ¿ Part IV Personal Property found here: [http://www.ustranscom.mil/dtr/part-iv/dtr\\_part\\_iv\\_app\\_k\\_3.pdf](http://www.ustranscom.mil/dtr/part-iv/dtr_part_iv_app_k_3.pdf). Prior to shipment of POVs to post, the employee must request approval of the American Embassy, Bogota, Colombia, GSO Customs and Shipping Unit, Libia Junco, [juncoal@state.gov](mailto:juncoal@state.gov), (011 571) 275 2290, or Francisco Navarrete, [navarretefj@state.gov](mailto:navarretefj@state.gov), Phone # (011 571) 275 2353. Do not ship to post without post¿s approval to avoid confiscation of POVs by the GOC. All shipments will go door to door (ITGBL). The US Embassy Bogota GSO will require an advance copy of the Bill of Sale for prior approval in order for the Department Of State (DOS) to pick up your POV at the Vehicle Processing Center (VPC) c. The Member will need to turn in all required documents to the VPC transportation personnel to avoid shipping delays. It is recommended that each Member review all required documents in the SCO Colombia POV Handbook and contact them directly using the POC information below as you navigate the process. Additionally, you can contact U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: [DODPP@STATE.GOV](mailto:DODPP@STATE.GOV) for complete information to start the process. The DOS Transportation Office at the number listed, will request you to turn over the vehicle to the nearest VPC and they (DOS) will work directly with the VPC to move the POV to post in Colombia. Please remove all items (Boxes, papers, glass, and/or plastic containers) from the vehicle except the tool box and spare tire. This is a restriction above what the USTRANSCOMs ¿Shipping your POV attachment K ¿states in paragraph M for normal DOD PCS moves. DO NOT ship portable cribs, children¿s car seats, strollers, luggage racks or small items such as thermos bottles, bottle warmers, car cushions, speakers, audio/video equipment and any type of catalytic converters components in your POV. Keep it to the minimum of a tool box and a spare tire. These are DOS ¿requirements¿ to move POVs thru the Department of State channels. d. Point of contact: SCO, Colombia J4 Group  
Address: [bogotalogistics@tcsc.southcom.mil](mailto:bogotalogistics@tcsc.southcom.mil) Overall responsibility for SCO POV logistics process

US Embassy Bogota Custom & Shipping Office group email [boxbogotagsoshipping@state.gov](mailto:boxbogotagsoshipping@state.gov) Ph.: 571-275-2353/2290  
Overall responsibility to process inbound vehicle with Ministry of Foreign Affairs, coordinates all in-country processes  
Mrs. Nury Maritza Gutierrez HR-Colombian Visas and Accreditations US Embassy, Bogotá Colombia [gutierrezN@state.gov](mailto:gutierrezN@state.gov) Ph.: 571-275-2175/2088  
Overall responsible to process Colombian Visas and Accreditations for SCO Colombia USMILGP PCSers

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

(1) This is to certify that by the Decreto Number 2148, and memo dated 24 Oct 91, there are no restrictions on the number of cylinders in privately-owned vehicles (POV). Also there are no legal restrictions as to the size of the vehicle. However, parking areas in many local apartment buildings are small will not accommodate a full sized van or other large vehicle. (2) Purchase price of vehicle in combination with total value of household effects may not exceed the amount of diplomatic/administrative technical customs exemptions identified in paragraph 2. (3) Owner of the vehicle must have in his possession original (carbon copy) of the bill of sale for customs processing. This procedure takes three months with insurance and licensing processing. (4) For vehicle to be sold in country, it must be registered with the Ministry of Foreign Relations for at least 24 months. If member's tour terminates before the period is over, vehicle can be sold one month prior to departure.

**b. MOTOR CYCLES/MOPEDS**

Mopeds/motorcycles/motorized boats are not authorized for importation/shipment to Columbia.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

To be able to register and license a vehicle, Colombian Ministry of Foreign Relations requires the local purchase of two policies to cover third party liability and personal injuries in the case of a traffic accident. The cost runs between \$600.00 to \$700.00 USD a year depending on the vehicle.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

Importation or utilization of CB radios by DOD personnel is prohibited.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

Licensing of radio equipment is controlled by Colombian Ministry of Communications and could be restricted to using pre-assigned MILGP MARS frequency only.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Colombia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Colombia..Authorized ONLY One (1) shipment by air and one (1) by sea. There are restrictions that you have to consider, failure to comply with these restrictions may result in fines, penalties confiscations and impossibility to clear the shipment.Don't include the following items, into the air shipment Unaccompanied Baggage (UAB):· Paintings Tool box Liquor Food Furniture Kitchen articles· Construction Material medicines Jewelry Cash

Weapons and munitionsAll things must be used, NOT new items.. Air shipment must not exceed total net weight 600 lbs.As per Colombian regulations Personal effects are limited to clothes, shoes, toys, documents, sports equipment and no more than three small appliances of each kind. For example: 1 TV, 1 laptop & 1 coffee maker. DO NOT INCLUDE IN THE SEA SHIPMENT (HHE): Liquor/spirits Food No more than one major appliance of each kind and maximum 3TV's Autos, motorcycles, boats, jet skis, golf carts. Construction materialmedicines Jewelry CashWeapons All things must be used, NOT new items.Members contimplating shipping personal property should contact the Columbia Customs office to obtain latest custom requirements/restrictions, including all duties, fees.

**13. OTHER**

No Restrictions Identified.

## General Instructions: COMOROS (KM)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) For DOS arranged moves: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

Due to the use of commercial narrow-body aircraft, external shipping containers for Code T shipments moving to/from South and Central America in accordance with PPP-B-601, style A or B, are required, not to exceed 60 inches in height. In accordance with Item 508, International Personal Property Rate Solicitation, special packing arrangements will be authorized by the PPSO for oversize items which will not fit into the restricted height container.

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS. Declared value should not exceed 1,499.00 USD. UAB with a declared value in excess of 1,500.00 USD will take 3 months to clear customs. UAB with a declared value less than 1,500.00 USD will normally clear customs in 1 to 2 weeks.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS



"No restrictions identified."

### 3. CONSUMABLES

DOD and DOS For: Moroni, ComorosJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Moroni, Comoros as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"Importation is PROHIBITED."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No Restrictions Identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

## 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

### a. CBS

"No restrictions identified."

### b. AMATEUR/HAM RADIOS

"No restrictions identified."

### c. MARS EQUIPMENT

"No restrictions identified."

### d. DISH ANTENNAS

"No restrictions identified."

### e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Comoros should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Comoros. When processing application and GBL, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE

## 13. OTHER

None.

## General Instructions: CONGO (CG)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany,) DOS arranged moves: Contact (GBLOC TYDZ DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" statusGSO Contact listingKinshasaGeorge Schaal SchaalGA@state.govTel:243-815560151x2322FSN Contact information:Binda C. Nzau nzaubc@state.govTel: 243-815560151x2328Group email:KinshasaSC@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

Due to the use of commercial narrow-body aircraft, external shipping containers for Code T shipments moving to/from South and Central America in accordance with PPP-B-601, style A or B, are required, not to exceed 60 inches in height. In accordance with Item 508, International Personal Property Rate Solicitation, special packing arrangements will be authorized by the PPSO for oversize items which will not fit into the restricted height container.

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.Declared value should not exceed 1,499.00 USD. UAB with a declared value in excess of 1,500.00 USD will take 3 months to clear customs. UAB with a declared value less than 1,500.00 USD will normally clear customs in 1 to 2 weeks.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Please do NOT consign shipments to specific customs clearing agents. Some agents do not actually clear shipments, but must use third-party agents which slows the process. Only certain agents work with the AmEmbassy on a special clearing process we have in place with the customs officials. If the shipment is consigned to the American Embassy or the American Ambassador this will facilitate the speedy clearance of shipments.

## 3. CONSUMABLES

JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Brazzaville, Congo as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs; 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs; 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

### c. COSMETICS

"No restrictions identified."

### d. FOOD STUFFS AND MEATS

"No restrictions identified."

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

## 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

Dogs and cats may be imported. Animals must have a current rabies shot and health certificate dated within 6 months of arrival.

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"Importation is PROHIBITED."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

ONLY Left-hand drive vehicles permitted to be shipped to DR Congo. Electric Vehicles and Hybrid Vehicles are not permitted at post at this time. DO NOT allow the importation of vehicles over 20 years old from the date of manufacture to the date of customs clearance in the DRC. We strongly caution personnel, therefore, about shipping a POV that is close to the 20-year mark since a delay in shipping could result in the vehicle reaching the 20 year age limit before it clears customs which means that the GDRC could require you to ship the vehicle out of the DRC at your own expense. GDRC additionally will NOT allow vehicles painted in military-style colors. So please plan accordingly as shipping and clearing times are long and delays are not uncommon. The lack of adequate and safe public transportation means that every effort is made by the embassy to

clear POVs and turn them over to the owners as quickly as possible, but the process can take 5 weeks.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) A private vehicle is essential in Kinshasa, as there is no public transport or taxis available, air conditioning is recommended. Late model automobiles with high ground clearance are preferred, since most roads are in poor condition. A low slung vehicle will avoid damage only if you drive very carefully. Spare parts shipments should include at least two new tires, as they are expensive here and likely to be damaged. Putting an American flag decal on your front and rear windows can sometimes save you from hassles by the local authorities, bring some along just in case.(2) POVs should be containerized when feasible to prevent unavoidable abuse upon arrival. Embassy-hired local contractor will provide transportation of containerized POV from the Port of Matadi to the city of Kinshasa. Ship to Port of Matadi, Democratic Republic of the Congo. Forward original bill of lading and any documentation to (member) c/o USDAO Kinshasa, APO AE 09828-0006.

#### b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

#### c. GASOLINE/CATALYTIC CONVERTERS

Fuel purchased at the Embassy is clean enough for fuel-injected vehicles. In mid-1997 gasoline and diesel sold for about \$2.40 US/gallon and are readily available. No restrictions identified for catalytic converters.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Liability insurance is required and costs between \$500-750/year depending on the vehicle.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

#### a. CBS

"No restrictions identified."

#### b. AMATEUR/HAM RADIOS

"No restrictions identified."

#### c. MARS EQUIPMENT

"No restrictions identified."

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Republic of the Congo should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Republic of the Congo. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

### 13. OTHER

DOS arranged shipments: ITGBL Agents DR CongoPost: Kinshasa Bureau: AFLocal Agents:1) Socodam (forwarding and packing) Avenue Colonel Ebeya Kinshasa Gombe P.O.C: Dambana Jean Paul 243-999916667243-819916667 Socodam2005@yahoo.fr Socodam contracting.office@yahoo3) SDV Agetraf Avenue Bobozo, 4200 Kinshasa Kingabwa, DRCTel: 243-991004890 P.O.C: Kevin Degraeve or Olivier Miasuekama Email: Kevin.degraeve@bollore.com ; olivier.miasuekama@bollore.com \*\*\*Shipping/Clearing 2) DHL Global forwarding company P.O.C: Jean Baptiste Kanku / Gaspard Ibumbu Avenue de la Science Kinshasa Gombe 243-817152725243-8171550305243-970035000 Gaspard.Ibumbu@dhl.com Jeanbaptiste.kanku@dhl.com Olivier.muamba@dhl.com g4) Ets Jade Avenue Akula, 24 Kinshasa Kingabwa, DRCTel: 243-819505056 P.O.C: Bijou Van Eycken Email: vaneyckenb@yahoo.fr ; ebutab@yahoo.fr \*\*\*Packing/Shipping/Clearing 5) AGS Kinshasa Kinshasa / Limete P.O.C: Julien Porcher Email: managerkinshasa@agsmovers.com; importkinshasa@agsmovers.com \*\*\*Packing/Shipping/Clearing



## General Instructions: CONGO (DEMOCRATIC REPUBLIC OF THE) (CD)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) For DOS arranged shipments: Contact (GBLOC: TVDK DOS) Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact information: Brazzaville FSN Contact Information: Alexa Ngoma Mboumba Ngoma MA@state.gov 242-526-3808 Group Email: Brazzaville GSOShipping@state.gov

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Actual customs clearance may be completed only after employee has arrived in country, the shipments have arrived in customs, and the employee has been issued a diplomatic ID card (pink card) from the Ministry of Foreign Affairs. g. Forward copies of original Bills of Lading and complete packing list to post via: - American Embassy Office ELSO - NOORDERLAAN, 147, BUS 12 A - Atlantic House Building - 2030 Antwerp, Belgium Bring an additional copy of packing lists and any shipping documents with you, as the GSO Shipping Office will need them to clear your

effects from customs.

### 3. CONSUMABLES

DOD and DOS For: Kinshasa, Democratic Republic of CongoJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition.The JTR identifies Addis Ababa, Ethiopia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

## 5. FURTNITURE, OVERSIZED

“No restrictions identified.”

## 6. PETS/QUARANTINE

No difficulties exist in importing a dog or cat into Congo as long as the inoculation and a certificate of good health stating the animal is free from ticks and has not been exposed to contagious diseases. The rabies certificate must state that the pet has been vaccinated against rabies with an inactivated vaccine for more than one month and less than 12 months before departure. This certificate must be issued not more than 10 days before departure. You should bring duplicate copies of these documents in case a copy is misplaced. Please check carefully with the airline several weeks before your pet's departure for Kinshasa. New rules apply to pets arriving at or transiting European Community airports that require advance preparation, including an implanted microchip identifier, and possibly blood tests. Please be aware that Avian Flu restrictions in most European countries have made it impossible to import or re-export birds from the DRC, even with all the necessary documentation. Please advise post if you are bringing an animal.

## 7. PRIVATELY OWNED FIREARMS (POF)

Personal weapons may only be imported with the specific prior approval of the Chief of Mission.

### a. HAND GUNS

Personal weapons may only be imported with the specific prior approval of the Chief of Mission.

### b. RIFLES/SHOT GUNS

Personal weapons may only be imported with the specific prior approval of the Chief of Mission.

### c. TOY RELATED GUNS

“No restrictions identified.”

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

## 8. PRIVATELY OWNED VEHICLES (POVs)

ONLY Left-hand drive vehicles permitted to be shipped to DR Congo. Electric Vehicles and Hybrid Vehicles are not permitted at post at this time. GDRC regulations DO NOT allow the importation of vehicles over 20 years old from the date of manufacture to the date of customs clearance in the DRC. We strongly caution personnel, therefore, about shipping a POV that is close to the 20-year mark since a delay in shipping could result in the vehicle reaching the 20 year age limit before it clears customs which means that the GDRC could require you to ship the vehicle out of the DRC at your own expense. GDRC additionally will NOT allow vehicles painted in military-style colors. So please plan accordingly as shipping and clearing times are long and delays are not uncommon. The lack of adequate and safe public transportation means that every effort is made by the embassy to clear POVs and turn them over to the owners as quickly as possible, but the process

can take 5 weeks.

a. POVs (includes data on prohibited vehicles, colors, etc.)

No Restrictions Identified.

b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

d. INSURANCE AND SAFETY REQUIREMENTS

Since it takes approximately five weeks to receive your vehicle after it arrives, you may want to make sure that your automobile insurance will cover your vehicle from the time it arrives until you can arrange for the required local insurance. In order to begin exoneration and customs clearance processes when you arrive at post, please bring with you copies of titles or other documents attesting to the make and model, year, chassis number, weight, and value of vehicle being shipped to post.

9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

11. TRANSMITTING EQUIPMENT

"No restrictions identified."

a. CBS

"No restrictions identified."

b. AMATEUR/HAM RADIOS

No Restrictions Identified.

c. MARS EQUIPMENT

"No restrictions identified."

d. DISH ANTENNAS

"No restrictions identified."

e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Republic of the Congo should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Republic of the Congo. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

## 13. OTHER

DOS Arranged: ITGBL Local Agents:Country: Congo, Republic ofPost: Brazzaville Bureau:  
AFLocal Agents:1) DEMEXPO Box 15036Brazzaville, Republic of the CongoPOC: Mr.  
Wilfride NzoukaTel: 242 813417/ 5218388/ 5517091Email:  
demex0042000@yahoo.frWebsite: www -congo.comSDV CongoAvenue Felix Eboue, PO  
Box 2345Brazzaville, Republic of the CongoPOC: Mr. Yvon VancoppenalleTel: 242  
6666156Email: Yvon.vancoppenalle@cg.dti.bollore.comCODEMPO Box 1280Brazzaville,  
Republic of the CongoPOC: Mr. Matsiona PaulTel: 242 816124/ 5518374/ 6664286Email:  
congo\_codem@yahoo.fr

## General Instructions: COOK ISLANDS (CK)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES  
  
&quot;EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F.  UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION.  FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:<br><br>a. ENSURE MEMBER EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR JTR ENTITLEMENTS AND SERVICE REGULATIONS.  COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.  <br><br>b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK &quot;DEPARTMENT OF STATE MANAGED SHIPMENT&quot;.  NOTE:  THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPO TAB)).  <br><br>c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER EMPLOYEES ORDERS VIA FAX EMAILED  TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891 0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.<br><br>d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A &quot;CANCELLED&quot; STATUS.<br><br>

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

**a. ALCOHOLIC BEVERAGES**

No restrictions identified.

**b. CIGARETTES/TOBACCO PRODUCTS**

No restrictions identified.

**c. COSMETICS**

No restrictions identified.

**d. FOOD STUFFS AND MEATS**

No restrictions identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT**

No restrictions identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restrictions identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No restrictions identified.

**a. HAND GUNS**

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**



No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: CORAL SEA ISLANDS (XC)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: COSTA RICA (CR)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

The Costa Rican Government grants free entry privileges to all non resident American personnel in the Foreign Service, AID, and the US Military Mission regardless of rank or title. US personnel assigned to US Mission are authorized duty free entry privileges for duration of their tour. Customs clearance can be greatly expedited if detailed and accurate list of contents is available for presentation to authorities at time of entry.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

ONLY ONE COMPUTER PER FAMILY.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

The following inbound household goods items are restricted for shipment to Costa Rica: ranges, refrigerators, freezers, washers, dryers, and space heaters. These items are available to newly assigned personnel upon arrival in country.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

Importation of all pets is strictly controlled by the Ministry of Public Health. Persons planning to bring a pet should notify the Embassy well in advance so necessary preparations can be completed. Entry permits must be obtained before their arrival in Costa Rica. The following information must be submitted to the Embassy (GSO) prior to arrival of the pet: Species, color, age, name, sex, date of arrival, and means of transportation. To preclude quarantine by the Costa Rican Government, the following documents, certified by a Costa Rican Consul prior to the pet's departure, must be forwarded to the US Embassy (GSO) and a copy of each must accompany the pet: (a) Original copy Certificate of good health. (b) Original copy Certificate of recent anti-rabies vaccination and no rabies has existed in the area for the past 5 years. Distemper, hepatitis, and leptospirosis vaccination certificates are also required. (c) Original copy Certificate stating the pet is free of Taenia Equinococcus.

## 7. PRIVATELY OWNED FIREARMS (POF)

Personnel transferring to Costa Rica must request authority to import any firearms ASAP after notification of assignment instructions. Address request to the US Embassy, San Jose, Costa Rica, APO AA 34020, ATTN: Admin Officer. All requests will include at a minimum: make, model, serial number, caliber or gauge, and number of shipper's passport. The Costa Rican Government limits importation of one firearm per individual over 18 years per family unit. However, in certain instances, exemption may be obtained for a limited number of additional firearms. All firearms must be registered with the Government of Costa Rica. Firearms must be listed on packing lists or other shipping document. The Embassy limits firearms to be imported by its staff to not more than the following:

### a. HAND GUNS

1 pistol.

### b. RIFLES/SHOT GUNS

1 rifle and 2 shotguns.

### c. TOY RELATED GUNS

No restrictions identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No restrictions identified.

## 8. PRIVATELY OWNED VEHICLES (POVs)

No restrictions identified.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) POVs destined for US Office of Defense Representative, San Jose, Costa Rica, from Atlantic PODs will be shipped to Limon, Costa Rica, POD: CS2. Pacific POVs will be shipped to Puntarenas, Costa Rica, POD: DE1. POVs can be driven to San Jose from either port. Vehicles should be unpretentious in appearance. Importation of cars in the luxury class, i.e., Cadillac, Lincoln, Chrysler New Yorker, and Oldsmobile 98, will not be authorized by the US Embassy. US Embassy allows only one



duty free automobile in country. POVs can be sold duty free after 2 years with approval of US Embassy. Specific and up to date information should be obtained from the sponsoring country prior to shipment of POV. We recommend POV's be shipped to Pt. Limon where US Embassy San Jose will arrange for pick-up at the port. They have a contractor to effect these duties that is less expensive than inland truckage. (2) If clarification is needed on procedures for shipping a POV to Costa Rica, you may contact the US Embassy Customs Officer at 506-220-3939, EXT 2397. In order to complete customs procedures for importing a vehicle, American Embassy Costa Rica must have an original bill of sale or dealer's invoice listing all options and giving the total value of the vehicle. This invoice, along with the Certificate of Origin and Bill of Lading (B/L) must be submitted to:

U.S. Office of the Defense RepresentativeATTN: Transportation OfficerUnit 2500APO AA  
34020FAX: (506) 290-0348 (3) Employees should specify that vehicles be shipped and  
consigned to: (NOTE: DO NOT USE THE FOLLOWING ADDRESS TO MAIL DOCUMENTS, USE THIS  
ADDRESS ONLY TO SHIP VEHICLE) Name of ownerU.S. Embassy (ODR)ATTN:  
Transportation OfficerPHONE: (506) 220-2463FAX: (506) 290-0348 (4) SPECIAL  
REQUIREMENTS: Name of Owner, VIN number or engine number, color, make, and model must be  
described on the original Bill of Lading(B/L). Copies of the B/L should be provided by faxed to post  
USMILGRP. Original of B/L should be mailed to address on subparagraph "(2)" above.

#### b. MOTOR CYCLES/MOPEDS

No restrictions identified.

#### c. GASOLINE/CATALYTIC CONVERTERS

(New or used vehicles) Owners must submit vehicle emission test certificates, as established by Executive Decree No. 28280-MOPT-S published in the supplement to the Government's Journal "La Gaceta" No. 236 of Monday, December 6, 1999. Effective June 7, 2000, the following requirements must be fulfilled: (1) Submit an emission test certificate verifying that the vehicle complies with gas, smoke, and pollution particles regulation. (2) The certificate must be official, legally valid in the country of issuance and must be written in Spanish. Otherwise, an official translation must be attached, authenticated by the competent authority in any Costa Rican Consulate in the country of origin. The same must be countersigned by the Ministry of Foreign Relations and Worship. (3) In the case of used vehicles, the certificate must guarantee that the maximum emission standards established in clauses b) and c) of Article 34, in clauses a),b),c), and d) of Article 35 are complied with, as well as the provisions of emission control systems established in the Traffic Law and its Regulations. (4) Emission tests of used vehicles must be performed as a maximum within two(2) months prior to the date indicated in the Bill of Lading. (5) Emission certificates must be submitted to MOPT's Inspection and Control Department of the Council of Public Transportation, with a sworn statement providing the vehicle's adequate characteristics, for the corresponding validation of the certificate. This is a prerequisite for Customs General Administration to authorize the importation of the vehicle.

#### d. INSURANCE AND SAFETY REQUIREMENTS

No restrictions identified.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

## 11. TRANSMITTING EQUIPMENT

No restrictions identified.

### a. CBS

There are no restrictions on importation or use of CB radios. However, CB radios must use 1.44 MHz frequency. Army members must have approval of overseas command prior to shipment of CB (AR 105 4).

### b. AMATEUR/HAM RADIOS

No restrictions identified.

### c. MARS EQUIPMENT

No restrictions identified.

### d. DISH ANTENNAS

No restrictions identified.

### e. CORDLESS PHONES

No restrictions identified.

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Costa Rica should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Costa Rica.

## 13. OTHER

No restrictions identified.

## General Instructions: COTE D'IVOIRE (CI)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: THDK DOS) Department of State ConsignmentDoS arranged moves "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information: AbidjanBen Bandoh bandohbg2@state.govPhone: (225)27-22-49-42-47FSN Contact information:Emile Ogou ogouer@state.govPhone: (225)27-22-49-42-70Group EmailAbidjan\_GSO\_Shipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

Consolidating shipments may result in significant delays in customs clearance (failure to fulfill the import requirements on part of the consolidated shipments directly affects the whole container)and accrue enormous storage charges

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. Do not ship via ITGBL. Goods for non-diplomatic personnel must arrive within 6 months after arrival on station in order to allow duty-free entry. No time limit for diplomatically accredited personnel. b. Government of Cote D'Ivoire will not release any HHG, UB or POV shipments until they have all appropriate shipping documents in hand including the original commercial bill of lading. Consolidating shipments may result in significant delays in customs clearance (failure to fulfill the import requirements on part of the consolidated shipments directly affects the whole container) and accrue enormous storage charges

### 3. CONSUMABLES

DOD arranged shipments: The JFTR/JTR identifies Abidjan, Cote D'Ivoire as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010) A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. DOS arranged shipments: Contact DOS.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

**b. TVs/VCRs**

“No restrictions identified.”

**c. OTHER (i.e. COMPATIBILITY, ETC)**

“No restrictions identified.”

**5. FURTNITURE, OVERSIZED**

“No restrictions identified.”

**6. PETS/QUARANTINE**

Dogs and cats are permitted entry. Advance notification to the USDAO is required. Dogs and cats require a US Public Health Certificate of Vaccination against rabies and State of Health Certificate not more than 14 days old at time of shipment. No quarantine is required.

**7. PRIVATELY OWNED FIREARMS (POF)**

Importation is PROHIBITED.” to Corte D’Ivoire without prior written permission from the Chief of Mission.

**a. HAND GUNS**

Importation is PROHIBITED.”

**b. RIFLES/SHOT GUNS**

Importation is PROHIBITED.”

**c. TOY RELATED GUNS**

Importation is PROHIBITED.”

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

Importation is PROHIBITED.” Is not allowed without prior approval of Post.

**8. PRIVATELY OWNED VEHICLES (POVs)**

Importation of right hand drive POVs and POVs over 5 years old is not allowed. Please do not ship POVs without prior approval of Post. POVs should be shipped in a metal sealed standard container.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

Ship surface only. Consign to American Ambassador, American Embassy, Abidjan, Corte D’Ivoire.

**b. MOTOR CYCLES/MOPEDS**

Motorcycle can be shipped in Employee's HHE. Motorcycle is processed as POV at Post. Thus, given that the clearance is extremely complex, It is advisable to clearly notify post in advance that shipment contains a motorcycle so that Post will provide with special guidance.

#### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

#### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

All transmitting equipment must be addressed to the Ambassador, American Embassy, Abidjan, Cote D'Ivoire. M/F initials and SSN of member, ATTN: USDAO prior to being shipped.

#### a. CBS

"No restrictions identified."

#### b. AMATEUR/HAM RADIOS

"No restrictions identified."

#### c. MARS EQUIPMENT

"No restrictions identified."

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Cote D'Ivoire should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Cote D'Ivoire. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN

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EMBASSY OR AMERICAN CONSULATE.

### 13. OTHER

DOS Arranged:ITGBL Local Agents.AGS FRASERS COTE D'IVOIRE21 rue de l'industrie – Zone  
3ABIDJANTel +225 21 25 73 73 / 74 74Email : abidjan@agsmovers.comPOC : Guillaume  
DEHEM / Director : to managercotedivoire@agsmovers.com / Mob 22559 59 07 67  
guillaume.dehem@agsglobalsolutions.comPacking Service InternationalAéroport  
d'Abidjan - Zonelogistique Ouest - Derrière le GSA07 BP 66 Abidjan 07 - CÔTE D'IVOIREPOC:  
Christiane Traore, OperationsManagerTel:(225)21-25-27-17/21-59-82-00Email:  
demenagement@packingservice.com

## General Instructions: CROATIA (HR)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) For DOS arranged moves: Contact (GBLOC: UKDL, DOS) Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact information: Zagreb Phillip J. Valdivia valdiviapj@state.gov Tel: +385-1-6612200 x 2248 FSN Contact listing: Srdjan Babic; Slobodan Kosak babics@state.gov; Kosaks@state.gov Tel: 385-1-661-2200 x2216; 22 Group email: zagrebgsoshipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Insure advance documentation to include Government Bill of Lading, Airway Bill, inventory with description of goods and value, number of packages, weight in kilograms is received at Embassy 10 days in advance of shipment. Delay in customs clearing will occur if documentation is not received.



**3. CONSUMABLES**

"No restrictions identified."

**a. ALCOHOLIC BEVERAGES**

"No restrictions identified."

**b. CIGARETTES/TOBACCO PRODUCTS**

"No restrictions identified."

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

Houses have 220 volt current.

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

No restrictions identified. Pet must have microchip installed in the body, recent health certificate and proof of current shots.

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

No restrictions identified

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

There are no prohibited vehicles or colors. Vehicles must be left hand driven.

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

Third party insurance is required, contact post for further information.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"Importation is PROHIBITED."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

#### c. MARS EQUIPMENT

"No restrictions identified."

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Croatia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Croatia. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

### 13. OTHER

DOS Arranged ITBL Local Agents:CroatiaPost: Zagreb Bureau: EURLocal Agents:Gosselin CroatiaMedimurska ulica 2110000 ZagrebCroatiaPOC: Zoran BilandzijaPhone:+385 1 5805 728Mob: +385 95 3908120E-mail: ZoranB@gosselingroup.euAGS ZagrebBuzinski prilaz 21. Buzin10010 Zagreb, CroatiaPOC: Martin de SurvilliersTel: 385-1-660-8304Fax: 385-1-660-8155Email: manager-zagreb@agsmovers.comMove One ZagrebZupanjska 1010000 Zagreb, CroatiaPOC: Mr. Danijel LackovicTel: 385-1-363-6065Fax: 385-1-363-5157Email: danijel.lackovic@moveonerelo.com ormoving@moveonerelo.comTomic d.o.o.Savska cesta 14110000-ZagrebPOC: Diana TomicTel:+ 385 1 6055148Fax.:+ 385 1 6055940E-mail: diana.tomic@tomic-spedicija.hr

## General Instructions: CUBA (CU)

### 1. SHIPMENT INSTRUCTIONS

Department of State (DOS) arranged moves "effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty personnel in excess of 90 days, are authorized shipment of household goods/TDY weight allowance using department of state (dos) transportation services IAW Defense Transportation Regulation (DTR), part iv, appendix f. upon completion of the following actions, member must be advised to coordinate pickup and delivery directly with dos transportation. For shipments picking up 1 October 2013 or after, DoD and USCG PPO/PPPO's shall follow the following instructions: a. ensure member/employees are counseled within the defense personal property system (DPS) IAW JTR entitlements and service regulations. Counseling must be documented using DD form 1797. b. Ensure DD form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". note: this can be accomplished by using the additional information field (see DPS Smartbook on www.move.mil (PPPSO tab)). c. Submit DD form 1299, DD form 1797 and a copy the member/employees orders via fax/mailed to U.S. Department of State transportation and travel management division, phone: 1-800-424-2947 or 202-663-0891/0892, fax: (202) 663-3209, email: dodpp@state.gov. d. after submission of required documents to DOS, place the DPS shipment record in a "cancelled" status. SHIPMENTS TO NAVAL STATION GUANTANAMO BAY, CUBA (NSGB) In order for accompanied member/employee to be able to ship HHG to Naval Station Guantanamo Bay (NSGB), you must be provided a Dependent Entry Approval (DEA) from the Housing office on island. HHG shipment is not authorized until DEA reflects member has been assigned permanent housing and is authorized shipment of HHG.

#### a. WEIGHT RESTRICTIONS

Per members orders.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified

#### c. HARD LIFT AREA

Not identified

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

The JFTR/JTR identifies Havana, Cuba as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010) A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs, 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

a. It is highly recommended that members speak to their Command sponsor/ prior to arranging HHG shipment to Guantanamo Bay, Cuba. Majority of units are small (950-1150 sq ft) with limited storage. Reassignment to accommodate HHG will not be authorized. b. Waterbeds are not authorized in two-story housing units. The family housing office encourages all incoming residents to

consult with them prior to arranging waterbed shipment. Housing office phone is COMM: 757-458-4172/4174. INTERNATIONAL: 011-5399-4172 or 4174, DSN: 660-4172/4174. Email is usn.gtmo.navstagtmobaycu.mbx.n93-ngis@mail.mil. c. Hot Tubs, SPAs and Jacuzzi: Not recommended due to climate. d. Pianos and Organs: There are no third party tuning or repair services available. Highly recommend these items not be shipped to Guantanamo Bay.

## 6. PETS/QUARANTINE

Only dogs and cats, no more than two, can be transported to Guantanamo Bay, each way, unless a waiver is approved from AMC Passenger Reservations Center, Scott AFB, Illinois. There is no quarantine required at Guantanamo Bay. Ensure all pets meet vaccination and immunization requirements at the time of transfer.

## 7. PRIVATELY OWNED FIREARMS (POF)

No person on USNB, Guantanamo Bay, Cuba shall have in their possession a privately owned firearm, therefore shipment should not be made. Any privately owned firearm found to be in a shipment of HHG will immediately be confiscated. Adequate storage of a privately owned firearm is not available.

### a. HAND GUNS

None allowed.

### b. RIFLES/SHOT GUNS

None allowed.

### c. TOY RELATED GUNS

None allowed.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

None allowed.

## 8. PRIVATELY OWNED VEHICLES (POVs)

1. The following document required for POV shipment when authorized on orders. Copy of Title or Lien Letter and Registration Lien Letter must state authorized to ship to Guantanamo Bay, Cuba, it will be rejected, if it only states, authorized to ship to Cuba. 2. VI St. Croix and St. Thomas Copy of Title or Lien Letter and Registration Copy of Driver License Actions POVs (Includes data on prohibited vehicles, color, etc.)For Personnel Assigned to HAVANA, CUBA (OKDK): 1. Vehicles destined to Havana may not be imported if they are more than four years old from the date of manufacture. 2. The vehicle requires a preapproval before shipping to Cuba. 3. Please contact Post Havana GSO prior to shipping to begin the preapproval process. 4. The Cuban government allows one vehicle importation per officer and two vehicles if married. 5. Recommend shipment of well maintained auto. Some parts are not readily available. 6. Provide Model Number, Serial Number, Price \*\*\*For Personnel Assigned to Naval Station GUANTANAMO BAY, CUBA (CNNQ)\*\*\* 1. No year restriction for vehicles ship to NAVSTA Guantanamo Bay Cuba. 2. See Special Instruction section from (CNNQ) JPPSO SOUTH EAST, Jacksonville, FL PPCIG page. 3. Only one POV authorized to

be transported at GOV'T expense. POVs being shipped to NSGB may be driven directly to the water port terminal, Schuyler Lines Portus, 8998 Blount Island, Jacksonville, FL, 32226. The member should have travel orders, driver's license, auto insurance card, and ID card to present to terminal POV processors. Call prior to arrival to confirm hours of availability, last minute instructions, and driving directions. Contact information: Schuyler: Commercial: 904-751-1845 Fax: 904-751-1828 Government POC: Commercial: 904-751-8886 Fax: 904-751-8887

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

For Personnel Assigned to HAVANA, CUBA (OKDK):  
1. Vehicles destined to Havana may not be imported if they are more than four years old from the date of manufacture.  
2. The vehicle requires a preapproval before shipping to Cuba.  
3. Please contact Post Havana GSO prior to shipping to begin the preapproval process.  
4. The Cuban government allows one vehicle importation per officer and two vehicles if married.  
5. Recommend shipment of well maintained auto. Some parts are not readily available.  
6. Provide Model Number, Serial Number, Price \*\*\*  
For Personnel Assigned to Naval Station GUANTANAMO BAY, CUBA (CNNQ)\*\*\*  
1. No year restriction for vehicles ship to NAVSTA Guantanamo Bay Cuba.  
2. See Special Instruction section from JPPSO SOUTH EAST, Jacksonville, FL (CNNQ) PPCIG page.  
3. Only one POV authorized to be transported at GOV'T expense.

#### b. MOTOR CYCLES/MOPEDS

No restrictions.

#### c. GASOLINE/CATALYTIC CONVERTERS

Only regular unleaded gasoline and diesel fuel are available. Catalytic converters do not need to be removed.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Insurance is available locally if member's insurance company does not provide overseas coverage. Vehicles must pass safety inspection covering lights, signals, brakes and horn.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

#### a. CBS

Must be registered with COMNAVBASE prior to use.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

Must be registered with COMNAVBASE prior to use.

#### d. DISH ANTENNAS

No restrictions identified.

#### e. CORDLESS PHONES

No restrictions identified.

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Must seek prior approval from host government.

### 13. OTHER

Government Quarters: a. It takes about 40 days for UB and 68 days for HHG to reach Cuba from the East Coast. Shipments from the West Coast take 75 days. b. Members should be counseled that government quarters (family housing, BOQ and barracks) are often too small to accommodate the authorized weight allowance. Members should be advised there is no SIT, overflow, or NTS at NAVSTA Guantanamo Bay. Disposing of excess HHG is at member's expense. Assignment to larger quarters will not be authorized to accommodate excess HHG. c. Accompanied personnel are assigned to family housing: Quarters are equipped with refrigerator, electric range, dishwasher, built-in microwave and washer/dryer. Freezers are available upon request. Government appliances will not be removed to accommodate personally owned items. Personally owned appliances should not be shipped. Loaner furnishings are available while awaiting the arrival of HHG shipment. d. Unaccompanied personnel are assigned to the following: Grades O1-O6, W1-W4, E7-E9, and GS7-GS15 to Bachelor Officers Quarters (BOQ) building 2147; E4-E6 to the Bachelor Enlisted Quarters (BEQ) building 1670; E1-E3 to (BEQ) Marine Hill Barracks 1678. (1) Members assigned to BOQ should be advised these units are small efficiency style apartments which are completely furnished with a small kitchen. Furnishings and appliances cannot be removed. TVs, DVD players and microwaves are included and will not be removed to accommodate personally owned items. Recommend members ship less than 1,000 pounds of unaccompanied baggage. (2) Members assigned to BEQ barracks 1670 and 1678 should be advised these are small rooms. Personnel E3 and below may be assigned two to a room. Personnel in grades E4-E6 are one to a room. All rooms in 1670 are equipped with a small kitchen area. The majority of rooms in 1678 do not have kitchens. Personnel assigned to these facilities should not ship any HHG due to the small living space. Recommend UB shipment of less than 500 pounds. DO NOT CONSIGN SHIPMENTS DESTINED TO HAVANA TO JPPSO SOUTH EAST, JACKSONVILLE, FL (CNNQ)



## General Instructions: CURACAO (CW)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: CNNQ)CURACAO,NETHERLANDS ANTILLES This instruction establishes procedures for the shipping of unaccompanied baggage and household goods for dod personnel assigned to the 429 EOS FOL, Curacao, Willemstad Curacao. Process HHG via Code 4 and UB via Code 8 under the one-time-only (OTO) program in DPS. Select Willemstad as the city and consigned to GBLOC: CNNQ. Ship to PAE, INC.-FOL BOS 429 EOS FOL USAF, HATO International Airport Willemstad, ATTN: Brandon Fusco; Phone: 520-334-6401 Local: +599 9 685 1051DOS arranged shipments:Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

a. All accompanied and unaccompanied Air Force member's PPTY shipments to or from CSL

Curacao which are picked up on or after 1 Apr 23 are authorized to ship their full JTR weight entitlement.This DOES NOT indicate members must ship their full weight. Housing in Curaçao is smaller than homes in the CONUS,commercial storage in Curaçao is almost non-existent and housing offices will not fund items to be sent back for storage.Members must be counseled on items typically provided to them (i.e. washer, dryer, refrigerator, stove, etc.) in typical leased housing in Curaçao, type of housing available to them and size of houses to determine what to ship and what items to place in NTS for the duration of their tour in Curaçao. All worldwide Personal Property offices must consult each installation's specific PPCIG instructions to properly counsel member.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

**d. UNACCOMPANIED BAGGAGE**

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

**2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS**

No Restrictions Identified.

**3. CONSUMABLES**

No Restrictions Identified.

**a. ALCOHOLIC BEVERAGES**

No Restrictions Identified.

**b. CIGARETTES/TOBACCO PRODUCTS**

No Restrictions Identified.

**c. COSMETICS**

No Restrictions Identified.

**d. FOOD STUFFS AND MEATS**

No Restrictions Identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No Restrictions Identified.

**4. ELECTRICAL EQUIPMENT**

No Restrictions Identified.

**a. HOME COMPUTERS**

No Restrictions Identified.

**b. TVs/VCRs**

No Restrictions Identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No Restrictions Identified.

**5. FURTNITURE, OVERSIZED**

No Restrictions Identified.

**6. PETS/QUARANTINE**

No Restrictions Identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No Restrictions Identified.

**a. HAND GUNS**

No Restrictions Identified.

**b. RIFLES/SHOT GUNS**

No Restrictions Identified.

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

"While shipping a vehicle to Curaçao is authorized, it is not recommended. Shipping a vehicle to and from Curaçao can take several months and result in significant out of pocket costs for a rental vehicle, taxi, or public transportation."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No Restrictions Identified.

**b. MOTOR CYCLES/MOPEDS**

No Restrictions Identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No Restrictions Identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No Restrictions Identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No Restrictions Identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No Restrictions Identified.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

No Restrictions Identified.

**b. AMATEUR/HAM RADIOS**

No Restrictions Identified.

**c. MARS EQUIPMENT**

No Restrictions Identified.

**d. DISH ANTENNAS**

No Restrictions Identified.

**e. CORDLESS PHONES**

No Restrictions Identified.

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Curacao should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Curacao. When processing application and GBL, shipment must be consigned to member's residence in country or to the destination agent facility. **DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.**

**13. OTHER**

No Restrictions Identified.

## General Instructions: CYPRUS (CY)

### 1. SHIPMENT INSTRUCTIONS

For DOD arranged shipments: Contact GBLOC WKFS. Assign all shipments destined to Cyprus to WKFS, 86TH LRS AB, Germany. For DOS arranged moves Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact listing: Nicosia James P Chynoweth chynowethjp@state.gov Tel: 00357 22 393526A/GSO: Alessandro Boscaino boscainoa@state.gov N Contact listing Athina Ioannou IoannouA@state.gov Tel: 357 22 393350 Group Email: nicosiashipping@state.gov

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

The JFTR/JTR identifies Nicosia, Cyprus as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010) A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Importation is prohibited.

#### b. CIGARETTES/TOBACCO PRODUCTS

Reasonable quantities allowed.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

Reasonable quantities allowed.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Inspection is required. Narcotics are not allowed.

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

No restrictions identified. Multi-System TV's VCR required.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

a. Health certificate should accompany pets while in transit. Rabies shot not less than one month is required. To conform with European standards it is now required to insert microchip on the pet or a tattoo. Link below provides all information needed for shipment of pets, [http://europa.eu.int/comm/food/animal/liveanimals/pets/index\\_en.htm](http://europa.eu.int/comm/food/animal/liveanimals/pets/index_en.htm) It is to the travelers' best interest to check with GSO before shipping pet to the installation. b. For importation of other pets, contact American Embassy for up to date information.

## 7. PRIVATELY OWNED FIREARMS (POF)

Allowed with approval from Chief of Mission.

### a. HAND GUNS

Import Permit Required.

### b. RIFLES/SHOT GUNS

Only single barrel shotguns (12 gauge) may be shipped in HHGs. Import permit required in advance.

### c. TOY RELATED GUNS

Import Permit Required.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

### a. POVs (includes data on prohibited vehicles, colors, etc.)

Only one POV can be imported. US military personnel assigned to Cyprus Project Olive Harvest, Cyprus Detachment 1 are not authorized a POV shipment.

### b. MOTOR CYCLES/MOPEDS

Considered POVs.

### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gas is available in Cyprus, catalytic converter is required.

### d. INSURANCE AND SAFETY REQUIREMENTS

Third party liability is required by law.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is PROHIBITED."

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Import permit required. Plants are not allowed.

## 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

### a. CBS

Import permit required.

### b. AMATEUR/HAM RADIOS

Import permit required.

### c. MARS EQUIPMENT

"No restrictions identified."

### d. DISH ANTENNAS

Import permit required.

### e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Cyprus should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Cyprus. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

## 13. OTHER

Air force personnel assigned to Cyprus consign shipment to UWFL. ITGBL local Agents: CyprusPost: Nicosia Bureau: EURLocal Agents: Columbia Worldwide Movers Ltd Neas Genias 101, 4150 Limassol Cyprus Tel: +35725716020 Fax: +35725716021 POC: Zoe Thouki POC number +357 99579807 POC email address: zoeth@columbiamovers.com Official email: info@columbiamovers.com.cy www.columbiamovers.com Orbit Moving & Storage Ltd International Relocations and Exhibition Logistics End Sfakion & Ksirokambou street Omonia 3048, Limassol, CYPRUS (Main: + 357-25751155? Fax: + 357-25755820 (Mob: + 357-99687563 \* Email: natasha@orbitcy.com



## General Instructions: CZECH REPUBLIC (CZ)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) For DOS arranged moves: Contact (GBLOC: VMDK, DOS) Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact information: Prague Carolyn K. Calderon Prague\_GSO\_Shipping@state.gov Tel: 420 257 022 363 FSN Contact information: tba Tel: 420 257 022 365 Group Email: PragueGSOShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

UB/HHG/POV customs clearance may be completed before owner's arrival in the Czech Republic, but a shipment inventory/packing list and POV title must be available for customs clearance. POV registration requires the owner's presence at the post and the owner's registration with the Ministry of Foreign Affairs of the Czech Republic. Shipments should be marked: American Embassy Prague,

for (owner's name), Trziste 15, Praha 1, Czech Republic. UAB can be shipped directly to the airport in Prague. HHG, POV delivery to Prague should be performed by an international company (a destination agent) which has its office and warehouse in Prague (e.g. AGS, Allied Pickfords, Corstjens, Interdean). If the destination agent does not have its office and warehouse in Prague, the precise date/time of arrival must be coordinated with posts GSO well in advance. The shipment may not be delivered to Prague until the delivery date is approved by the Embassy. The delivery agent must also provide a team for destination services in such case.

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

Limited to 20 liters of Spirits and 50 liters of wine.

#### b. CIGARETTES/TOBACCO PRODUCTS

Limited to 10,000 cigarettes.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

There is not pet quarantine. NOTE: Changes effective 4 July 2004. a. Effective until 3 July 2004. Pets are admitted into the country without problem as long as they have the necessary shots, i.e. rabies for dogs and parvovirus for cats. An international certificate with proof of current vaccinations is needed. The pet must also have a vet's statement, not older than 3 days before leaving the country of dispatch, confirming the good health condition of the pet. For pets arriving at the Prague Airport, the exact dates of arrival and flight number and (AWB# if transported separately from their owner) should be supplied prior to arrival so that necessary veterinary inspection can be secured immediately upon arrival at the airport. If pets are delivered prior to their owner's arrival, the Embassy must be informed several weeks in advance to ensure an animal shelter is available. Appropriate money amounts to cover the costs must be sent to the Embassy. b. Each pet must be identified either with a clearly readable tattoo or a microchip placed under the skin. Both systems must contain information that identifies the name and address of the animal's owner. The owner or the person responsible for the pet must provide the means necessary for reading the microchip if it does not comply with the required ISO standard 11784 or Annex A to ISO Standard 11785. Pets must be accompanied by a passport issued by a veterinarian and certifying that the animal has a valid rabies vaccination; and have an antibody blood test at least 30 days after vaccination and three months before the move. (This does not apply in cases of re-vaccination.) Pet must be accompanied by a certificate issued by a licensed veterinarian or upon re-entry, by a passport certifying presence of the tattoo or microchip and of valid vaccinations.

## 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions on importation of small firearms, but firearms must be either registered at the Police Presidium of the Czech Republic and the Examination of the Professional Capacity must be passed also at the Police Presidium if the owner wants to use their weapons. If the owner does not want to use them, they must be deposited/stored at the Police Presidium of the Czech Republic. Before weapons can be exported from the Czech Republic, the Police Presidium must be asked for a special export permit. During pack out, the weapons must be checked/compared with the Export permit and sealed by a Customs Officer.

### a. HAND GUNS

No restrictions on importation of small firearms, but firearms must be either registered at the Police Presidium of the Czech Republic and the Examination of the Professional Capacity must be passed also at the Police Presidium if the owner wants to use their weapons. If the owner does not want to use them, they must be deposited/stored at the Police Presidium of the Czech Republic

### b. RIFLES/SHOT GUNS

No restrictions on importation of small firearms, but firearms must be either registered at the Police Presidium of the Czech Republic and the Examination of the Professional Capacity must be passed also at the Police Presidium if the owner wants to use their weapons. If the owner does not want to use them, they must be deposited/stored at the Police Presidium of the Czech Republic

### c. TOY RELATED GUNS

"No restrictions identified."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“No restrictions identified.”

## 8. PRIVATELY OWNED VEHICLES (POVs)

“No restrictions identified.”

### a. POVs (includes data on prohibited vehicles, colors, etc.)

The Czech Republic places some limitations on the importation of automobiles. A car can be imported into the country without being registered in the Czech Republic by making sure that the vehicle continues to be registered and properly insured (green card is needed) in a foreign country and maintains that country's license plates. If a vehicle needs to be registered in the Czech Republic, as is customary for DoD personnel, a car cannot be more than 8 years old when it is imported. It is the owners responsibility to prove that the vehicle meets the EURO II emission standard. This can be problematic for a US-MADE CAR. A US-MANUFACTURED VEHICLE MAY NEED TO BE TESTED. If the technical inspection service does not find an identical engine in their computer database, a test must be conducted to see if it meets the standard. This test can cost as much as CZK 9,000. There may be a minimal charge for vehicles whose engine data is already stored in the lab's computer. If a vehicle does not meet the EURO II standard, then NO waiver may be granted and vehicles may not be registered. CONTACT SPONSOR FOR FURTHER INFORMATION ABOUT REGISTRATION AND DRIVING YOU POV.

### b. MOTOR CYCLES/MOPEDS

Motorcycles/mopeds can be shipped in personal property. They are not considered POVs and can be imported duty free.

### c. GASOLINE/CATALYTIC CONVERTERS

Vehicles must meet at least the EURO II emission standard. Please note that no waiver for emissions can be granted at all!

### d. INSURANCE AND SAFETY REQUIREMENTS

Vehicles not registered in the Czech must carry liability insurance. If the owner does not have a green card (proof of liability insurance) when registering the car and operating it within the Czech Republic, the owner must purchase a valid liability insurance policy from a licensed insurance vendor. The liability insurance that is customary only covers damage incurred in the Czech Republic. Premium rate for liability insurance currently costs CK 4,700 month. Vehicles registered in the Czech Republic and driving with Czech license plates must purchase liability insurance through local company. CONTACT SPONSOR FOR FURTHER INFORMATION ABOUT LIABILITY INSURANCE.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“No restrictions identified.”

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“No restrictions identified.”

## 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

#### a. CBS

No restrictions on importation; however, special permission from the local authorities is required prior to use of these items.

#### b. AMATEUR/HAM RADIOS

"No restrictions identified."

#### c. MARS EQUIPMENT

No restrictions on importation; however, special permission from the local authorities is required prior to use of these items.

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Czech Republic should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Czech Republic. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

### 13. OTHER

DOS Arranged ITBL Local Agents:Czech RepublicPost: Prague Bureau: EURLocal Agents:6)Voerman UTS Prague s.r.o.Email: vhrstov@voerman.comWebsite: www.voerman.com4) Move One Relocations, Prague Moving Operations Manager-Slovakia and Czech RepublicMs. Erika KruzlicovaMove CoordinatorErika.kruzlicova@moveoneinc.com 2)Gosselin Worldwide Moving GroupJeremiasova 947 Mr. Petr ProchazkaCountry Representative CRP.Prochazka@gosselin-moving.com 5) HrubyMOVING s.r.o. hrubymoving@hrubymoving.czVojtech Vesely, vesely@hrubymoving.czRelocation Advisorkrivanek@hrubymoving.czincoming/outgoing DOD shipments 3) Santa Fe Relocation Services(Santa Fe Reloc) POC:Jan Hink, mobile email:Jan.Hink@SantaFeRelo.com7)Voerman Czech, spol. s r.o.Emmanuel CassassollesBusiness Development Manager ecassassolles@voerman.comwww.voerman.comwww.eurohome-relocation.comwww.uls.nl

## General Instructions: DENMARK (DK)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) For DOS arranged moves: Contact (GBLOC: VEDK, DOS) Department of State Consignment. Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Copenhagen Kevin Phillips phillipskm2@state.gov Tel: +45 3341 7410 FSN Contact Information: Michael Klinteby Klintebymx@state.gov Tel: 45 33 41 74 11; 45 3341 7 Group Email None Listed

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. PARCEL POST: APO mail only. Consign to member at American Embassy, GSO, PSC 73, APO AE 09716. Do not exceed standard weight and dimensions for parcels. APO does not have registered mail handling capability. b. At no time should destination of shipment shown on PPGBL be listed as Copenhagen when the member's duty station is other than Copenhagen, i.e., if member's

duty station on orders is Aalborg, the destination block of the PPGBL should show Aalborg, Denmark. This action is required to preclude unnecessary diversions.c. If final destination is to Karup AS, or 100 Viborg, Denmark, the destination block of the PPGBL should show Karup, Denmark. This Action is required to preclude unnecessary diversions. Send inquiry/paperwork to one of the following addresses: TWX: US Element HQ Baltap Karup AS, Denmark//DA//; Mail: US Element HQ Baltap, PSC 106, Box 100, APO AE 09722; Intl Mail: US Element HQ Baltap, 7470 Karup J., Denmark. APO does not have registered mail handling capability.

### 3. CONSUMABLES

“No restrictions identified.”

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

“No restrictions identified.”

#### d. FOOD STUFFS AND MEATS

“No restrictions identified.”

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

“No restrictions identified.”

### 4. ELECTRICAL EQUIPMENT

“No restrictions identified.”

#### a. HOME COMPUTERS

“No restrictions identified.”

#### b. TVs/VCRs

“No restrictions identified.”

#### c. OTHER (i.e. COMPATIBILITY, ETC)



“No restrictions identified.”

## 5. FURTNITURE, OVERSIZED

“No restrictions identified.”, please note that quarters are fully furnished.

## 6. PETS/QUARANTINE

Persons planning to bring pets with them to Denmark should notify Judy Eriksson in the GSO Customs & Shipping Office (e-mail: ErikssonJA(at)state.gov) as soon as possible, including information on what type of animal is being brought. Failure to follow the proper procedures for bringing animals into Denmark can result in having the animal returned to its country of origin, or quarantined in a Danish facility, at the employee's expense.

1. All dogs and cats must have an ISO microchip or tattoo. (Tattoos will be phased out by July 2011).
2. When accompanied by a person, dogs and cats may be brought into Denmark from rabies-free countries, i.e. Iceland, Norway, Sweden, Ireland, United Kingdom, Japan, New Zealand, and Australia. From other "favorable" third countries (i.e. outside the EU), including the United States, dogs and cats older than four months may be brought into Denmark provided they have been vaccinated against rabies not later than 30 days and not earlier than 12 months prior to the import. A health certificate is required for this purpose, demonstrating that the vaccine was administered and showing the date of that occurrence.
3. Dogs and cats between three and four months old must be vaccinated against rabies in the same manner. If less than 30 days have elapsed between the vaccination and the importation, a health certificate issued by a veterinarian is required. The health certificate must be issued not earlier than 10 days before the importation. Dogs and cats less than three months old may be imported without rabies vaccination, but must have a health certificate. When not accompanied by a person, a health examination by a border veterinary officer is needed immediately after arrival.
4. From other third countries (i.e., those not listed in Annex II to EU Regulation 998/2003/EEC) dogs and cats must comply with the requirements mentioned above and, in addition, a test for the rabies antibody level must be made. The requirements are:- Microchip or tattoo - Veterinary certificate or Pet Passport that certifies the requirements - Valid rabies vaccination in accordance with the recommendations of the manufacture of the vaccine - A blood sample testing the rabies antibody level - must be drawn at least 30 days after vaccination - The blood sample must be examined by an EU authorized laboratories - The result of the rabies antibody level test must be at least 0.5 IE/ml - The animal cannot enter Denmark (the EU) until three months after the date when the blood sample was taken and only if the result is in accordance with the requirements.
5. Dogs have to be registered in Denmark, so please contact a local veterinarian soon after arrival of your dog. All dogs must have local liability insurance. Judy Eriksson can assist you with an insurance company contact.
6. Entry of other pets is generally subject to permission granted by the Veterinary Directorate. This concerns parrot-like birds, pigeons, rabbits, hares, minks, horses, etc. Application for permission to import these animals must state the address in Denmark for approval for private quarantine. There are no restrictions on the import of tropical birds (except parrot-like birds), hamsters and guinea pigs, but provisions governing endangered species may cover several exotic animals. Persons who are planning to bring pets and are unsure of what procedures need to be followed in advance of their arrival in Denmark should contact Judy Eriksson at GSO as soon as possible.

## 7. PRIVATELY OWNED FIREARMS (POF)



It is the responsibility of each employee to consult with the post report and/or the post management officer to determine the restrictions and limitations, if any, that are placed upon the shipment of personally owned firearms or ammunition into the country of assignment. The post report will include the prescribed procedures that must be complied with under host-country regulations when firearms and ammunition may be imported (see 2 FAM 170). When post reports are not available, the employee, before initiating shipment of firearms or ammunition, must secure in writing authorization and approval from the chief of the diplomatic mission, or designated representative.

#### a. HAND GUNS

It is the responsibility of each employee to consult with the post report and/or the post management officer to determine the restrictions and limitations, if any, that are placed upon the shipment of personally owned firearms or ammunition into the country of assignment. The post report will include the prescribed procedures that must be complied with under host-country regulations when firearms and ammunition may be imported (see 2 FAM 170). When post reports are not available, the employee, before initiating shipment of firearms or ammunition, must secure in writing authorization and approval from the chief of the diplomatic mission, or designated representative.

#### b. RIFLES/SHOT GUNS

It is the responsibility of each employee to consult with the post report and/or the post management officer to determine the restrictions and limitations, if any, that are placed upon the shipment of personally owned firearms or ammunition into the country of assignment. The post report will include the prescribed procedures that must be complied with under host-country regulations when firearms and ammunition may be imported (see 2 FAM 170). When post reports are not available, the employee, before initiating shipment of firearms or ammunition, must secure in writing authorization and approval from the chief of the diplomatic mission, or designated representative.

#### c. TOY RELATED GUNS

No restrictions identified.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

### 8. PRIVATELY OWNED VEHICLES (POVs)

Denmark requires that all vehicles brought into the country meet the following specifications:a) Parking lights can only be white in color (not yellow), and they cannot also serve as turn indicators.b) Yellow turn indicators (blinkers) are mandatory on the front left and right fenders and have to be visible at an angle of 45 degrees when standing in line with the back of the vehicle.c) The VIN number has to be stamped into a solid part of the body (firewall, turret, or on the frame).d) The rear-end turn indicators have to be yellow (not red or white as is sometimes found in US-spec cars).e) The exhaust pipe must exit from the rear of the vehicle pointing straight backwards or to the left, never out via the right-hand side of the car.f) Windshield and front-seat windows cannot be tinted with any kind of foil or paint. The rest of the windows can only be tinted to a maximum of 70

percent.g) When presenting the vehicle for customs clearance, inspection and registration, the original repeat original - title must be presented. However, please bring along your most recent registration certificate as it might offer additional information which could speed up the registration process. Some U.S. vehicle types are unknown to the Danish Department of Motor Vehicles (DMV). It is therefore important to bring to post documentation showing vehicle specifications such as weight, engine size, horsepower, miles per gallon, load capacity, etc., as non-availability of this information can significantly delay the registration process. If you have questions about this issue or any other concerning motor vehicles, please contact the GSO before you ship your vehicle.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

Commercial bills of lading should show Copenhagen, Denmark, as final POD even if transshipment at European continental or Danish port is involved; include sponsor's name, SSN, and ultimate duty station to ensure proper placement of shipment. POVs can be shipped unboxed. Difficulties and high costs are often encountered in modifying POV to meet stringent Danish safety requirements. Customs entry of HHG and POV of nondiplomatic staff members must be made within validity of funds cited on member's orders. Enlisted personnel or nondiplomatic personnel should be briefed on the following POVs restrictions: applicable import and custom tax will have to be paid by enlisted or nondiplomatic personnel on all new vehicles purchased in Denmark. There are two instances under which these persons may import automobiles without payment of customs and tax (both instances apply to their original assignment to Denmark): (1) The owner was in legal and physical possession of the automobile prior to his initial entry into Denmark. (2) On subsequent assignments to Denmark, the owner must have resided outside of Denmark for not less than 1 year and the vehicle must have been registered abroad in the owner's name for not less than 6 months prior to member's return date into Denmark and must have been used by member in the country of residence during those 6 months. Officers with diplomatic privileges including diplomatic titles and diplomatic passports may import and register automobiles in Denmark at any time without payment of tax and duty. Shipment of automobiles should be made to the Transportation Officer, US Embassy Copenhagen, Denmark. Marked for the owner and the section of the Embassy to which the owner is assigned (i.e., Army Attache or MAAC). (3) For POVs shipped to Aarhus, Denmark, the following statement must be included in the remarks section of the PCS orders: "Please charge all local POV expenses (storage/container/transport fees) to the PCs fund cite code." If this statement is not included, then POVs must be shipped to Bremerhaven, Germany.

#### b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

#### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

#### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Denmark should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Denmark. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

**13. OTHER**

DOS Arranged ITBL Local Agents: DenmarkPost: Copenhagen Bureau: EURLocal Agents:3)  
Crown RelocationsJernholmen 54-56DK-2650 Hvidovre, DenmarkPOC: Jacob Herløv  
Rasmussen, Account ManagerTel: +45 7023 0620Mobile: +45 2240 06442) Aspire  
MobilityIslevdalvej 1102610 Rodovre, DenmarkTel: 45 70 10 44 00Fax: 45 44 84 92  
22Email: mobil@mobel.dk1) SIRVA Ap5\*\*\*\*\*  
FIRSTPREFERENCE\*\*\*\*\*Kanalholmen 31-332650 Hvidovre, DenmarkPOC: Flemming  
Peetz-SchouTel: 45 36 86 00 04Fax: 45 36 86 00 95Email: flemming.peetzschou@adam.dk  
\*\*bonded facility\*\*

## General Instructions: DHEKELIA (XD)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) DOS arranged shipments: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

"No restrictions identified."

### 7. PRIVATELY OWNED FIREARMS (POF)

"No restrictions identified."

#### a. HAND GUNS

"No restrictions identified."

#### b. RIFLES/SHOT GUNS

"No restrictions identified."

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"No restrictions identified."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Dhekelia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Dhekelia. When processing application and GBL shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

**13. OTHER**

None:

## General Instructions: DIEGO GARCIA (DG)

### 1. SHIPMENT INSTRUCTIONS

DPM UB IS THE ONLY AUTHORIZED MODE OF SHIPMENT TO DIEGO GARCIA, BIOT (GBLOC -RPNY).- Ship DPM UB via AMC to Diego Garcia APOD-NKW.- Shipment of HHG is NOT AUTHORIZED. DPM UB shipment should be consigned to: Personal Property Officer US Navy Support Facility, Diego Garcia via 60 APS, 90 RAGSDALE ROAD, BLDG 977 TRAVIS AFB, CA 94535-2941 M/F member and unit of assignment. All DPM shipments must be properly packaged/documented IAW DTR Part IV, Appendix G and advanced into the airlift system IAW DTR Part II prior to arrival at SUU. In the event the origin PPSO does not have DPM contractor capabilities, the PPSO should consider one of the following options: 1. Obtain required packing/crating services under local purchase provisions prior to shipment to SUU for entry into the airlift system. 2. Shipment via DPS (Code D, intrastate/interstate) to the nearest DPM contractor within the PPSO respective AOR to obtain required DPM services prior to shipment to SUU for entry into the airlift system. 3. Containerized Code 2 shipment via DPS provided TSP acknowledges that TSP-owned containers may not return from the overseas area. When utilizing Code 2, PPSO must prepare and provide the TSP origin agent with Military Shipping Label(s) for container markings and a packing list containing TCMD, DD Form 1299 and Travel Orders to avoid refusal at the APOE. In all cases, PPSO must forward a copy of advanced documentation (e.g., TCMD, DD Form 1299 and Travel Orders, etc.) to the APOE prior to shipment arrival. In addition, DPM/AMC shipments destined for Diego Garcia transit through Hickam AFB, Hawaii (HIK), therefore, add 7 days to the transit time. (CH 17-Dec-2019 TCJ9-OH-Pacific RB ENTIRE PARAGRAPH)

#### a. WEIGHT RESTRICTIONS

Unaccompanied baggage weight limited to 500 lbs. for enlisted personnel and 1000 lbs. for officer. Unaccompanied members have small living quarters, therefore, should limit the amount of personal property shipped. Living quarters are equipped with government-owned furnishings. These furnishings consist of refrigerator, television, VCR, microwave, range in some quarters, air conditioner, tables, chairs, chest of drawers, beds and washers and dryers for use during tour of duty in Diego Garcia. (CH 26-May-2021 TCJ9-OH-Pacific RB ENTIRE PARAGRAPH) (CH USTC Pacific J9, 01JUL24, TF) 1. U.S. Navy (USN) Service Members: Unaccompanied U.S. Navy (USN) Service member assigned to a U.S. Marine Corps (USMC) command based on an agreement between HHG Naval Supply Systems Command (NAVSUP) and USMC Installations and Logistics (I&L). a. Authorized 600 lbs. of unaccompanied baggage. b. Note: No other HHG shipments are authorized based on the limited size of the bachelor officer quarters (BOQ) and bachelor enlisted quarters (BEQ) and lack of storage. 2. U.S. Marine Corps Service Members (Unaccompanied):

a. Authorized 600 lbs. of unaccompanied baggage. b. Note: No other HHG shipments are authorized based on the limited size of the BOQ and BEQ and lack of storage. (CH USTC Pacific J9, 01JUL24, TF)

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA



No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

Unaccompanied baggage shipments to Diego Garcia may include only items such as clothing, linens, dishes, cooking utensils, light housekeeping items, radio, portable stereo, portable television, VCR, microwave, other small articles essential to the health of the member, bicycle and professional books, papers and equipment needed in the performance of official duties.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. It is a requirement that all personnel, 05 and below, have their personal property shipments cleared through British Customs prior to delivery. Member will be asked to sign British Indian Ocean Territory (B.I.O.T.) Customs declaration form. Items such as weapons, including knives, full or empty shell and cartridge casings, ALL drugs and controlled substances, pornographic or obscene materials including videos and magazines, any foodstuffs that are not commercially marked or processed, all medicines, including prescribed and non-prescribed drugs and all fishing and crab nets must be cleared. All drugs, drug-related item or items that promote the taking of controlled or illegal substance, any equipment used for, or to enable the weighing, processing that have not been declared are liable for confiscation and destruction. Any person willfully trying to conceal any items is liable for prosecution under the B.I.O.T. law. b. Member must bring receipts or proof of purchase or a legible copy of inventory for registration of bicycles with B.I.O.T. Police Office. It is also a requirement cyclists must wear cycling helmets.

## 3. CONSUMABLES

No Restrictions Identified.

#### a. ALCOHOLIC BEVERAGES

Liquor/alcoholic beverages are permitted provided they are hand-carried.

#### b. CIGARETTES/TOBACCO PRODUCTS

Tobacco products are permitted provided they are hand-carried.

#### c. COSMETICS

No Restrictions Identified.

#### d. FOOD STUFFS AND MEATS

Foodstuffs and meat products in sealed commercially packed containers are admissible. Fresh foodstuffs or anything perishable are not permitted.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

All medicines are to be declared, including prescribed and non-prescribed drugs. This includes any vitamins.

## 4. ELECTRICAL EQUIPMENT

UNMANNED AERIAL VEHICLES (DRONES) Due to the classified and restricted nature of the installations on the Island and the resources required to monitor them, ALL UAVs/drones are PROHIBITED from Diego Garcia.(CH 03-Aug-2016 SDDC-PAC RB)

#### a. HOME COMPUTERS

No Restrictions Identified.

#### b. TVs/VCRs

Portable TVs and VCRs; no restrictions.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No Restrictions Identified.

### 5. FURTNITURE, OVERSIZED

Household good items, including furniture items are prohibited. Oversized furniture and non-essential items should be placed in non-temporary storage at origin until duration of members' overseas Diego Garcia tour.

### 6. PETS/QUARANTINE

No pets allowed in Diego Garcia.

### 7. PRIVATELY OWNED FIREARMS (POF)

Importation is prohibited. All weapons(to include knives, spear, guns, etc), or anything that could be used as a weapon are prohibited on Diego Garcia. Full or empty shell and cartridge casings are prohibited.

#### a. HAND GUNS

Importation is prohibited.

#### b. RIFLES/SHOT GUNS

Importation is prohibited.

#### c. TOY RELATED GUNS

No Restrictions Identified.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Importation is prohibited.

### 8. PRIVATELY OWNED VEHICLES (POVs)

Bicycles are authorized.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

Shipment of POV is not authorized. Adequate Navy owned transportation is available.

**b. MOTOR CYCLES/MOPEDS**

Motor bicycles, motorcycles, motor-scooters, and motorized go-carts are not authorized.

**c. GASOLINE/CATALYTIC CONVERTERS**

Not available.

**d. INSURANCE AND SAFETY REQUIREMENTS**

Bicyclists are required to wear cycling helmets.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

All pornographic or obscene materials on any mediums, video tapes, CD-ROM, magazines, laser disks, etc., are prohibited.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

Prohibited.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

Importation is prohibited.

**b. AMATEUR/HAM RADIOS**

Importation is prohibited.

**c. MARS EQUIPMENT**

Importation is prohibited.

**d. DISH ANTENNAS**

Importation is prohibited.

**e. CORDLESS PHONES**

No Restrictions Identified.

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Separating and retiring to Diego Garcia is not authorized.

**13. OTHER**

a. Authorized separatees, retirees, bluebark members and DOD civilian employees are entitled to ship from Diego Garcia to the Philippines. Andersen AFB, Guam, is the designated intransit port for all unaccompanied baggage shipments from Diego Garcia utilizing the one-time-only (OTO) rate solicitations for onward movement to the Philippines.

b. Personal property storage facilities are not available in Diego Garcia.

## General Instructions: DJIBOUTI (DJ)

### 1. SHIPMENT INSTRUCTIONS

For DOD arranged shipments: Contact GBLOC WKAS. For DOS arranged moves: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. \*\*\*\*\*Non-Embassy personnel on TDY/TAD/TCS orders to CAMP LEMONNIER are authorized excess accompanied baggage ONLY. GSO Contact Information: DjiboutiDjiboutiShipping@state.gov FSN Contact listing: Fathya M Abdillahi Abdillahifm@state.gov 253 21-; 00 21 45 30 00 Group Email: DjiboutiShipping@state.gov

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

Non-Embassy personnel are Not Authorized.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified." Inbound

### 3. CONSUMABLES

DOD and DOSJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Djibouti city, Djibouti as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. Djibouti, Djibouti

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

Perfumes/ Alcohol based products " not authorized.

#### d. FOOD STUFFS AND MEATS

Not Regimented. Mess hall will be utilized.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"Importation is PROHIBITED."

## 6. PETS/QUARANTINE

Only Military Working Dogs Authorized.

## 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

### a. HAND GUNS

"Importation is PROHIBITED."

### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

### c. TOY RELATED GUNS

"Importation is PROHIBITED."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

"Importation is PROHIBITED."

### a. POVs (includes data on prohibited vehicles, colors, etc.)

"Importation is PROHIBITED."

### b. MOTOR CYCLES/MOPEDS

"Importation is PROHIBITED."

### c. GASOLINE/CATALYTIC CONVERTERS

"Importation is PROHIBITED."

### d. INSURANCE AND SAFETY REQUIREMENTS

"Importation is PROHIBITED."

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is PROHIBITED."

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"Importation is PROHIBITED."

## 11. TRANSMITTING EQUIPMENT

“Importation is PROHIBITED.”

### a. CBS

“Importation is PROHIBITED.”

### b. AMATEUR/HAM RADIOS

“Importation is PROHIBITED.”

### c. MARS EQUIPMENT

“Importation is PROHIBITED.”

### d. DISH ANTENNAS

“Importation is PROHIBITED.”

### e. CORDLESS PHONES

No Restrictions Identified.

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Djibouti should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Djibouti. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

## 13. OTHER

ITGBL Local Agents:DjiboutiPost: Djibouti Bureau: AFLocal Agents:Me de Bruxelles, P.O Box1754, Djibouti Republic of Djibouti (POC)Daniel Chusseau E: daniel.chusseau@mtilogistics.com Work email:www.mti-logistics.comP: +253 2135 1455 F: +2532135 7748 M: +253 84 56518, Rue Marchade, BP 57DjiboutiPOC Thierry Marill, Groupe Marill, DirecteurGeneralTel operator 00 253 21 35 11 50Tel direct 00 253 21 35 37 31Email: thierry.marill@groupe-marill.djWebiste: www,groupe-marill.comReuben Ahronee – General ManagerBd Cheick Osman – PO Box 661Djibouti RDDTel: (253) 35 15 31Fax: (253) 35 55 18reuben@massida-logistics.cominfo@massida-logistics.comwww.massida-logistics.com



## General Instructions: DOMINICA (DM)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### **b. CIGARETTES/TOBACCO PRODUCTS**

No restrictions identified.

#### **c. COSMETICS**

No restrictions identified.

#### **d. FOOD STUFFS AND MEATS**

No restrictions identified.

#### **e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

### **4. ELECTRICAL EQUIPMENT**

No restrictions identified.

#### **a. HOME COMPUTERS**

No restrictions identified.

#### **b. TVs/VCRs**

No restrictions identified.

#### **c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

### **5. FURTNITURE, OVERSIZED**

No restrictions identified.

### **6. PETS/QUARANTINE**

No restrictions identified.

### **7. PRIVATELY OWNED FIREARMS (POF)**

No restrictions identified.

#### **a. HAND GUNS**

No restrictions identified.

#### **b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: DOMINICAN REPUBLIC (DO)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

Effective 1 April 2010 GBLOC OLDK (Santo Domingo) shipments for DOD and U.S. Coast Guard Personnel assigned to the Diplomatic Mission in Santo Domingo must be routed per the special instructions in PPCIG GBLOC OLDK Instructions. OTHER: In those cases where air movement is recommended, ITOs must follow the appropriate military service procedures for air approval.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

- a. Personnel not assigned to the US Embassy must pay all Dominican customs duties. Only Embassy personnel are exonerated. b. Parcel Post: Consign to member c/o MAAG, Unit 5539, APO AA 34041 (with prior coordination of Chief, MAAG at (809) 682-4807).

### 3. CONSUMABLES

No Restrictions Identified.

#### a. ALCOHOLIC BEVERAGES

Can NOT be imported in personal property.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

Current shot records are required and health certificate notarized by Dominican Consulate in US. Shots should be administered at least 8 days prior to arrival in country.

## 7. PRIVATELY OWNED FIREARMS (POF)

Regional Security Officer must grant permission to Embassy assigned personnel prior to shipment. Only the following non automatic firearms may be shipped (but not mailed) to port:

### a. HAND GUNS

Pistols or revolvers (Not to exceed 1 per family caliber of .38 special).

### b. RIFLES/SHOT GUNS

Rifles (Not to exceed .22 cal) 1 per family. Shotguns 2 per family.

### c. TOY RELATED GUNS

No restrictions identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

BB or .177 caliber air guns 2 per family.

## 8. PRIVATELY OWNED VEHICLES (POVs)

PRIVATELY OWNED VEHICLES (POVs)(CH USTC Pacific J9, 17JUN24, TF) The Dominican Republic In order to import a vehicle under the US Mission to the Dominican Republic, the following details should be taken into consideration: 1. The Government of Dominican Republic (GODR) waives almost all restrictions, including the 5-year-old age import restriction for vehicles (one only) for diplomats/technical and administrative staff coming to the Dominican Republic. Therefore, post can only clear and register one (1) vehicle for each Mission Member in the Dominican Republic regardless of the age. 2. \*Employees with diplomatic accreditation and Under the Chief of Mission's umbrella do not have limits on the value of the vehicle being imported for the one (1) POV. a. The vehicle should be in good condition physical and internally. b. There is only unleaded gasoline in the Dominican Republic. c. Right-hand-drive vehicles are prohibited to enter the Dominican Republic. No exemption. d. Also, employees must make sure by checking on CARFAX or any other website that their vehicle is not salvage or declared totaled since those types of vehicles are not, repeat are not, allowed to be cleared and registered in the Dominican Republic under no circumstances. No exemption for these cases either. \*Note: See your welcome to Santo Domingo cable for details. 3. Your vehicle can arrive before you do (within 30 days). So, it can be sent to arrive ahead of time, and it will be cleared from customs once you arrive at the post. 4. Motorcycles, scooters, and jet-skis including trailers are considered vehicles in the Dominican Republic and since a 2nd POV is not exempt, you can import a 2nd POV, such as a motorcycle, scooter, jet-skis, or trailer) as part of your Household Goods (HHE) allowance; understanding that all restrictions apply (including but not limited to the 5-year-old age restriction). The diplomatic waive does not apply to the importation of a 2nd vehicle, for tax/duty exonerations. Taxes for importation of a 2nd vehicle can be up to 53% of the purchase value when new or more. Before shipping a 2nd vehicle to post, the employee should be provided a written statement that taxes/duties and registration fees are going to be covered by the employee. Otherwise, motorcycles, scooters, and jet-skis as well as trailers, will not be allowed into the country and the employee will

have to reship the item at their own expense. 5. In order to release your vehicle from customs the GSO/Customs & Shipping Section at the Post needs the following documentation:- Copy of the Title or Copy of Certificate of Origin (it does not need to be on your name)- Copy of the Bill of Sale or any invoice stating how much was your POV purchased for.- Copy of the front page of your passport. These documents can be scanned and sent to us by e-mail to: santodomingoshipping@state.gov .6. The Dominican Republic requires, by law, that your vehicle be locally insured with a third-party liability, and this insurance must be purchased locally. The employee can always purchase comprehensive through an American company or as they desire.

To get a temporary plate the employee needs to provide proof of insurance to the GSO/C&S office at the post before the vehicle is delivered to the employee's residence or hotel.7. Feel free to contact us should you have any questions or concerns. GSO/Customs and Shipping Office, American Embassy of Santo Domingo. Email address: santodomingoshipping@state.gov. U.S. Embassy in Santo Domingo ADDRESS: Av. República de Colombia #57 Santo Domingo Dominican Republic Phone: (809) 567-7775 P.O.C. in the Government Service Office (GSO) /Transportation Name Email Phone Position RODRIGO LOZADA, Email: LOZADARA@STATE.GOV Phone: 809-368-7561; SHIPPING SUPERVISOR CARLOS CONTRERAS, Email: CONTRERASCC@STATE.GOV Phone: 809-368-7125; INBOUND ASSISTANT EDUARDO HERNANDEZ, Email: HERNANDEZE@STATE.GOV Phone: 809-368-7067, OUTBOUND ASSISTANT GSO, Email: SANTODOMINGOSHIPPING@STATE.GOV Position: GSO

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

US Embassy Assigned Personnel: (1) Two POVs can be shipped to the Dominican Republic duty/tax free. - POV #1: USG (PCS orders) will pay transportation and port processing charges for one POV. - POV #2" Second POV may be shipped by Embassy personnel with prior Embassy approval. Sponsor should assist with the approval process. Member is responsible for transportation and port for the second vehicle; however, taxes and duties will be exonerated. (2) Original Bill of Lading (BL) must be mailed to: USMAAG/DOMINICAN REPUBLIC, UNIT 5539, APO 34041. Original BL must show name of owner, VIN and/or engine number, make, model, year, and color. Member must have registration or title of vehicle for Dominican Diplomatic tags and registration processing. (3) POVs should be shipped and consigned to: US Embassy, RNC: 401-50936-9, For: (owner), USMAAG/DAO/MSG (as applicable), Santo Domingo, Dominican Republic. Commercial from the US (1-809)-731-4279 USMAAG Operations e-mail: milgrp\_santo\_domingo\_ops@santodomingo.mg.southcom.mil. (4) For inbound Embassy personnel, the US Embassy General Services Office, Customs and Shipping Section, will process all required paperwork to clear shipments through Dominican customs. b. The following applies to Retirees and NON-Embassy Assigned Personnel: (1) All shipments (POV and HHG) should be consigned (shipped) to the member at a local Dominican address. The US Embassy does not have a transportation office that services retirees. The USMAAG Logistics NCO can provide a courtesy letter addressed to the Dominican Customs Director indicating that the retiree is a Dominican citizen returning to reside in the Dominican Republic and any assistance that can be provided is greatly appreciated. A power of attorney is required if a person other than the member is to receive the POV. Retirees must also ensure they know Dominican law with respect to Dominican citizens returning from the United States to permanently reside in the Dominican Republic. This information can be obtained through the Dominican Embassy in Washington, DC or Dominican Consulates in the US. (2) The original Bill of Lading must be mailed to: USMAAG/DOMINICAN REPUBLIC, UNIT 5539, APO 34041. Original BL must show name of owner, VIN and/or engine number, make, model, year, and color. (3) POV/HHG Dominican taxes



are high. If you have owned the POV for less than a year, the assessed taxes are even higher.

c. The following applies to both US Embassy Assigned Personnel, Non-Embassy Assigned Personnel, and Retirees: MOTOR VEHICLES In order to import a vehicle to the Dominican Republic there are some details to take into consideration: \*The GODR waives the five (5) years old restriction to the vehicle (one only) to diplomats coming to the Dominican Republic; therefore post can only clear/register One (1) vehicle for each Mission's Member in the Dominican Republic. \*The vehicle should be in good condition physical and internally. \*There is only unleaded gas in the D.R. \*There are limits on the value of your vehicle (See your welcome to Santo Domingo cable for details) Your vehicle can arrive before you do (within 30 days). So it can be sent ahead of time and it will be cleared from customs once you get to post. Motorcycles, scooters and jet-skis including trailers are considered vehicles here and since 2nd POV is not exempt, you can import them as part of your HHE allowance understanding that all restrictions apply (including but not limited to the 5 year old restriction), but they do not apply for tax/duty exonerations and taxes are @ 50% of the depreciated value. Before shipping those to post, employee should provide written statement that taxes/duties and registration fees are going to be covered by them; otherwise motorcycles, scooters and jet-skis as well as trailers will not be allowed into the country and you'll have to reship them on your own. The Customs and Shipping Section needs the following documentation in order to release your vehicle from customs -Copy of the Title or Copy of Certificate of Origin -Copy of the Bill of Sale or any invoice stating how much was your POV purchased for. -Copy of the front page of your passport. Those can be scanned and sent to us by e-mail to santodomingoshipping@state.gov. The Dominican Republic requires by law that your vehicle be locally insured by third party liability, it can be purchase locally or through an American company. You need to provide proof of insurance to GSO/Cs before your vehicle is delivered to you.

#### b. MOTOR CYCLES/MOPEDS

Motorcycles/mopeds may be imported in personal property shipments, but must be registered upon arrival.

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Liability insurance is required by law and must be purchased upon arrival.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

#### a. CBS

There are no restrictions on importation of CB radios by DOD personnel. Army personnel must have approval from their overseas commander prior to shipment.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

Once in country, equipment must be registered with Government telecommunications offices.

#### d. DISH ANTENNAS

No restrictions identified.

#### e. CORDLESS PHONES

No restrictions identified.

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Dominican Republic should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Dominican Republic. a. Retirees must contact their nearest Dominican Republic Consulate to obtain guidance and all required Consular letters before arriving in country. This action is recommended to keep costs to a minimum. b. US military members returning to retire in the Dominican Republic are treated as returning Dominican citizens and are subject to all local laws and taxes. They will be required to personally work with the assigned HHG Dominican moving company. c. Know when your HHG/POV is expected to arrive, date, company, ship name, voyage number, etc. Do not wait to be contacted. Personally search, call the shipper (be active). Obtain copies of GBLs and all paperwork pertaining to your shipments. d. POVs are not assigned a company and members will be required to perform all actions to clear the POV thru the port or contract a company at personal expense. POVs cause the greatest problems and taxes are extremely high. e. Port charges accrue after 14 days of the HHG/POV arriving in country at a rate of 15 US dollars daily and are the member's responsibility. Members are required to be present in country to receive their shipments. f. Retirees/separatees are subject to local laws regarding weapons. POFs are subject to be impounded by local authorities until proper permits are obtained. Do not ship ammunition. Contact the nearest Dominican Consulate regarding permits for importation.

### 13. OTHER

No Restrictions Identified.

## General Instructions: EAST TIMOR (TL)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

OTHER: In those cases where air movement is recommended, ITOs must follow the appropriate military service procedures for air approval.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

At present, Dili can accept both 20- and 40-foot containers, (prefer 20-foot). HHG should be packed in lift vans that can fit into an ocean container. The packed lift vans should be waterproofed (including lining the lift vans with plastic) and securely wrapped with metal bands, and building a protective roof over each lift van. Shipments insufficiently protected may suffer water damage, as lift vans may remain outdoors after arrival.(CH 26-Feb-2016 SDDC-PAC RB)

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

---Currently, there are three transit airports with some daily flights directly to Dili International Airport. These transit airports are: Singapore Changi International Airport (SIN)Indonesia Denpasar Bali Airport (DPS)Australia Darwin Airport (DRW)---The Airway Bill must read: Diplomatic Cargo: Personal Effects/Unaccompanied Air Baggage.---All shippers should be

instructed to waterproof UAB shipments thoroughly. Plastic should be placed over individual UAB boxes.(CH 26-Feb-2016 SDDC-PAC RB)

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

---a. ROUTING TO TIMOR-LESTE: Place of Delivery: Dili, Timor-Leste. Singapore is the preferred transshipment point for Dili; Surabaya and Darwin are alternates. ---b. FOR CUSTOMS CLEARANCES: Description of goods on the Ocean Bill of Lading must be clearly typed: "Diplomatic Cargo: Household Effects - No Commercial Value". ---c. DOCUMENTATION: Please send a copy by email or fax of all shipping documents ASAP (shipping BL, packing list, inventory) to the American Embassy Dili at -----GSO\_Dili@state.gov AND DiliCustoms&Shipping@state.gov ----- or Fax no. (670) 331-3206. ---d. MARKINGS: Household goods, unaccompanied baggage and Privately-Owned Vehicles to Dili are to marked as follows: AMERICAN EMBASSYAv. De PortugalPraia dos CoquierosDILI, TIMOR-LESTEHHG[or UB or POV] FOR (CUSTOMER'S NAME)With Final Destination: Dili, Timor-Leste GSO\_Dili@state.govList contact's phone number as American Embassy Dili: (670)-332-4684, ext. 2113.(CH 10-Nov-2020 TCJ9-OH-Pac RB)

## 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location.(CH 05-May-2021 TCJ9-OH-PAC RB)Perishables or frozen food may not be shipped.If a consumable shipment is authorized:-----Place of Delivery: Dili, Timor-Leste.Shipment should be marked and consigned as follows:AMERICAN EMBASSYAv. De PortugalPraia dos CoquierosDILI, TIMOR-LESTECONSUMABLE FOR (CUSTOMER'S NAME)With Final Destination: Dili, Timor-LesteGSO\_Dili@state.gov-----List contact's phone number as American Embassy Dili: (670)-332-4684, ext. 2113.-----Please send a copy by email or fax of all shipping documents ASAP (shipping BL, packing list, inventory) to GSO\_Dili@state.gov @state.gov and DiliCustoms&Shipping@state.gov or Fax: (670) 331-3206(CH 10-NOV-2020 TCJ9-OH-Pac RB)

### a. ALCOHOLIC BEVERAGES

The Timor-Leste Government does not restrict the importation of alcoholic beverages. However, DoD requirements and restrictions still apply.(CH 26-Feb-2016 SDDC-PAC RB)

### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.(CH 26-Feb-2016 SDDC-PAC RB)

### c. COSMETICS

No Restrictions Identified.

### d. FOOD STUFFS AND MEATS

No restrictions identified, however, raw meat or perishables requiring refreezing should not be shipped since Post cannot guarantee shipping duration.(CH 26-Feb-2016 SDDC-PAC RB)

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No Restrictions Identified.

**4. ELECTRICAL EQUIPMENT****a. HOME COMPUTERS**

No Restrictions Identified.

**b. TVs/VCRs**

No restrictions identified. However, it should be noted that American formatted TVs (NSTC) do not work for Timor-Leste broadcasts. However, American formatted TVs are compatible with AFN feeds.(CH 26-Feb-2016 SDDC-PAC RB)

**c. OTHER (i.e. COMPATIBILITY, ETC)**

There are no restrictions on electronic equipment. Electricity is 220 voltage. Universal Power Source (UPS) and voltage regulators can be procured locally.(CH 26-Feb-2016 SDDC-PAC RB)

**5. FURTNITURE, OVERSIZED**

No Restrictions Identified.

**6. PETS/QUARANTINE**

Owner/shipper of pets should NOT initiate a pet shipment before obtaining a Pet Import Permit (PIP) from the Ministry of Agriculture, Forestry and Fisheries. Pets arriving without a valid PIP will not be allowed to enter the country. To request this import permit, owners/shippers must send the following documents: -----copy of customer's passport, -----animal shot records from the previous 12 months-----animal health certificates to the GSO Section of the US Embassy, Dili. To begin this process, Post will be send customers a four-page Import Permit Application; please submit the completed application to the GSO section. -----PLEASE NOTE-----DO NOT INITIATE ANY PET SHIPMENT PRIOR TO RECEIVING THE APPROVED PIP.(CH 26-Feb-2016 SDDC-PAC RB)

**7. PRIVATELY OWNED FIREARMS (POF)**

The Government of Timor-Leste PROHIBITS the import of firearms.(CH 26-Feb-2016 SDDC-PAC RB)

**a. HAND GUNS**

IMPORTATION PROHIBITED.

**b. RIFLES/SHOT GUNS**

IMPORTATION PROHIBITED.

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

IMPORTATION PROHIBITED.

**8. PRIVATELY OWNED VEHICLES (POVs)****a. POVs (includes data on prohibited vehicles, colors, etc.)**

-----1. The government of Timor-Leste only allows the importation of RIGHT-HAND DRIVE VEHICLES. Post strongly encourages customers to bring sturdy, four-wheel drive vehicles with a heavy-duty suspension, given the poor road conditions within and outside the city.-----2. Effective June 1, 2009, Timor-Leste regulations prohibits the importation of vehicles more than five years old. Only vehicles less than 5 years old, right-hand drive and in good condition may be imported into Timor-Leste.-----3. Before importation of any POV, a request for "import permit" must be sent to the Timor-Leste Department of Land Transportation with a full description of the vehicle (Chassis number, VIN, year made, color, fuel type, engine capacity, model, type of vehicle, new or used vehicle) or vehicle title. Without this prior approval, registration may be denied and sanctions may be imposed. Therefore, Post strongly encourages the customer/shipper to send copies of the required documents, as described above, to Post by email or fax before shipping the POV. -- PLEASE NOTE--DO NOT SHIP THE POV PRIOR TO RECEIVING THE APPROVED "IMPORT PERMIT".-----4. Ocean Bill of Lading must contain the following vehicle information: Vehicle Year/Make/Model/Type/Color, VIN or Chassis and Engine numbersPort of Discharge: Dili, Timor-Leste.E. The consignee and marking should be:AMERICAN EMBASSYAv. De PortugalPraia dos CoquierosDILI, TIMOR-LESTEPOV FOR (CUSTOMER'S NAME)With Final Destination: Dili, Timor-LesteGSO\_Dili@state.gov DiliCustoms&Shipping@state.gov-----5. List contact's phone number as American Embassy Dili: (670)-332-4684, ext. 2113.-----6. Please send a copy, by email or fax, of all shipping documents ASAP (shipping BL, packing list, inventory) to GSO American Embassy Dili at GSO\_Dili@state.gov, Fax no. (670) 331-3206.(CH 26-Feb-2016 SDDC-PAC RB)

**b. MOTOR CYCLES/MOPEDS**

Must coordinate with Post to get host nation prior approval(CH 26-Feb-2016 SDDC-PAC RB)

**c. GASOLINE/CATALYTIC CONVERTERS**

No Restrictions Identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

Third-party insurance, procured locally or abroad, is required for POVs.(CH 26-Feb-2016 SDDC-PAC RB)

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

Pornographic materials and other sensitive items which could be considered offensive to the host nation government are not authorized.(CH 26-Feb-2016 SDDC-PAC RB)

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No Restrictions Identified.

## 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

### a. CBS

No Restrictions Identified.

### b. AMATEUR/HAM RADIOS

No Restrictions Identified.

### c. MARS EQUIPMENT

No Restrictions Identified.

### d. DISH ANTENNAS

No Restrictions Identified.

### e. CORDLESS PHONES

CELLULAR PHONES are GSM system in country. (CH 26-Feb-2016 SDDC-PAC RB)

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

No Restrictions Identified.

## 13. OTHER

DEMURRAGE: Demurrage Fees are free the first five days at the port of Dili; after the first five days, rates are \$25 USD per day for 20ft container and \$60 USD for 40ft Full Container Load (FCL) and \$60 USD per day for POVs shipment.(CH 10-Nov-2020 TCJ9-OH-Pac RB)STORAGE: Storages Fees for Less-than Container Load (LCL) are \$5 USD per day and \$0.98 USD per kg per day for air cargo with minimum-charge weight of 15kg.To avoid demurrage and storage fees, Post strongly encourages shippers to send copies of all shipping documents (i.e.-Bills of Lading, Commercial Invoices for air or sea cargo, POV title, etc.) a MINIMUM of 14 days prior to shipment arrival at Port.Please send the standard telegraphic notification of shipment in transit to American Embassy Dili with all information. This will allow the Embassy to prepare all necessary Customs documents prior to the shipment's arrivals.



## General Instructions: ECUADOR (EC)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
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- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

Effective 1 October 2012 GBLOC ZGDK (Quito) shipments for DOD and U.S. Coast Guard Personnel assigned to the Diplomatic Mission in Quito must be routed per the special instructions shown on PPCIG page for GBLOC ZGDK.

1. In those cases where air movement is recommended, ITOs must follow the appropriate military service procedures for air approval.
2. Manta, Ecuador shipments must be shipped via one-time-only or Code 8, direct to unit of assignment.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

(1) Due to the use of commercial narrow-body aircraft, external shipping containers for Code T shipments moving to/from South and Central America in accordance with PPP-B-601, style A or B, are required, not to exceed 60 inches in height. In accordance with Item 508, International Personal Property Rate Solicitation, special packing arrangements will be authorized by the PPSO for oversize items which will not fit into the restricted height container. (2) As military air shipments are subjected to inordinate amount of rain and water damage, the inside of containers must be lined with plastic or other materials as protection against water.

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).



#### d. UNACCOMPANIED BAGGAGE

This instruction establishes procedures for the shipping of unaccompanied baggage for DoD personnel permanently assigned to Manta, Ecuador. For Manta, Ecuador Inbound Shipments Unaccompanied baggage: Ship to: 478th EOS/FOL (USAF), C/O ITT Systems Division, Base Aerea Eloy Alfaro, Manta, Ecuador; Ref# (enter the PO# or TCN#); Attn: Alfredo Suarez; Phone: 305-293-2200 ext. 8-0823.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

EMBASSY QUITO CAN ONLY CLEAR 1 SHIPMENT OF HHE AND ONE UAB PER EMPLOYEE, SO IT IS BEST TO ROUTE ALL SHIPMENTS TO THE USDA MIAMI. USDA MIAMI CAN THEN CONSOLIDATE AND SEND 1 SHIPMENT PER EMPLOYEE. UPDATED 4-15-10-- EMPLOYEE REQUIRED TO BE IN COUNTRY PRIOR TO THE ARRIVAL OF SHIPMENT. All Government and commercial bills of lading covering shipments of household goods and privately owned vehicles to Ecuador for personnel assigned to Defense Attache Offices will include the appropriate service Attache Office in the consignee/marks section (e.g., US Army DAO) to permit duty free entry into Ecuador. The JFTR/JTR identifies Quito, Ecuador as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010) A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

### 3. CONSUMABLES

No Restrictions Identified.

#### a. ALCOHOLIC BEVERAGES

May be imported in personal property shipment in small amounts (one case).

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

#### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

##### a. HOME COMPUTERS

No restrictions identified.

##### b. TVs/VCRs

No restrictions identified.

##### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

#### 5. FURTNITURE, OVERSIZED

No restrictions identified.

#### 6. PETS/QUARANTINE

All dogs and cats should have an up-to-date health certificate certified by your veterinarian. The certificate should include name of pet, age, sex, breed, color, identification markings(tattoos, if any) and an up-to-date certification of rabies vaccination. You should carry these original papers with you and make at least one copy to put in or attach to the animals cage. For any other type of pet, please contact American Embassy Quito General Services Office(GSO).

#### 7. PRIVATELY OWNED FIREARMS (POF)

a. Importation of all firearms into Ecuador by American employees of this mission is under the control of the Chief of Mission. b. The Government of Ecuador imposes the following restrictions on the importation of personal firearms: Handguns cannot exceed 9mm; rifles are limited to .22 and .30 caliber; shotguns 10, 12, 16, 20, 28, and .410 calibers are allowed. No automatic weapons are allowed. c. No more than two weapons per employee may be imported. Firearms and ammunition may be shipped (but not mailed) to post. Private weapons will only be used for recreational purposes, such as hunting and target shooting, and not for personal protection. d. All personnel are required by Ecuadorian law to register firearms. Upon registration, individuals will receive a weapons permit issued by the Ministry of Defense.

##### a. HAND GUNS

No Restrictions Identified.

##### b. RIFLES/SHOT GUNS

No Restrictions Identified.

##### c. TOY RELATED GUNS

No restrictions identified.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No Restrictions Identified.

### 8. PRIVATELY OWNED VEHICLES (POVs)

See specific instructions below:

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

-- GSO NEEDS THE ORIGINAL BILL OF SALE OR THE RECEIPT OF THE PURCHASE OF THE VEHICLE. YOU SHOULD ALSO CONFIRM TO CUSTOMS AND SHIPPING IN ADVANCE, WHETHER YOUR VEHICLE IS MANUAL OR AUTOMATIC; GASOLINE OR DIESEL; A SEDAN, 4X4, OR 4X2; MAKE; MODEL AND HOW MANY CYLINDERS IN CUBIC CENTIMETERS. ADDITIONALLY, A CERTIFICATION OF THE VIN AND ENGINE NUMBERS FROM THE DEALER, PLUS THE CORRESPONDING IMPRINTS OF THOSE NUMBERS. POST AUTHORIZATION TO SHIP REQUIRED. The only restriction that applies from the Government of Ecuador is the POV dollar value; which allowance is based upon the diplomatic title assigned to the officer. The title must be stated in the assignment notification or travel authorization. If there are any questions about the diplomatic title assignment, officer should contact [HRPASTitleRank@state.gov](mailto:HRPASTitleRank@state.gov) to confirm the positions title. Current Host Country rules include a maximum import value (CUPO) of \$24,700 for enlisted, warrant officers, and foreign area officers. CUPO limit of \$33,700 for Military Attaches and \$27,000 for Assistant Military Attaches. Authorization is granted to use POV shipping fundcite to cover all shipping, customs, and import taxes generated by a difference of the CUPO authorized by the Host Country for the primary POV shipped only. Soldier should contact DIAIDHA-4B (Logistics Branch/DSN 283-0560) for information prior to purchasing or shipping a POV to this country. (2) POV shipment of one vehicle is authorized with current import regulations. Vehicles could be acquired at the local market assembled paying the vehicle price plus the 12 percent I.V.A. (local taxes) or imported from dealer at the 67.15 percent surcharge. All vehicles imported must be within the dollar limits established by the Government of Ecuador according to rank and title. (3) Currently, a duty free vehicle may be sold without payment of duties after being in country for two years, or after six months if an employee is transferred. (4) In order to complete customs procedures for importing a vehicle, American Embassy Quito GSO must have an original bill of sale or a dealers invoice listing all options and giving the total value of the vehicle. This invoice, along with the certificate of origin and bill of lading B/L must be submitted to Government of Ecuador authorities. Ecuadorian authorities will not accept a title registration in lieu of the bill of sale. (5) Employees should specify that vehicles be shipped and consigned to American Embassy; Quito, Ecuador; MLO; For: (Employee Name); Notify: Patricio Estrella, GSO Unit Phone: 011-5932-360-504-151 or 504-152; FAX 011-5932-561-226. (6) SPECIAL REQUIREMENTS: Name of owner, VIN number or engine number, color, make, and model must be described on the original B/L. Copies of the B/L should be provided by FAX to post or USMILPRP. Original of B/L should be mailed by international courier (D.H.L., FEDEX or UPS) to American Embassy, Quito, Ecuador, ATTN: US MILITARY GROUP, Patricio Estrella or MSGT Carlos Cortez. (7) POV shipment is prohibited for Air Force personnel assigned to Manta Ecuador.

#### b. MOTOR CYCLES/MOPEDS

MOTORCYCLE SHIPMENTS: ECUADORIAN CUSTOMS REGULATIONS REQUIRE THAT ALL MOTORCYCLES BE IMPORTED AS VEHICLES AND TO ENTER THE COUNTRY CLEARLY IDENTIFIED IN THE OBL AND WITH ALL DOCUMENTATION. IT MUST BE INCLUDED IN THE SHIPPING CONTAINER SEPARATE FROM ALL OTHER HHE AND PACKED AND MARKED AS A MOTORCYCLE. IN ACCORDANCE WITH LOCAL LAW, MOTORCYCLES MUST BE IMPORTED AS VEHICLES, REGARDLESS OF THE MODE OF SHIPMENT (HHE OR OTHERWISE). Motorcycles are considered POVs and will not be shipped with personal property. Mopeds may be imported duty free.

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Ecuadorian Law and Mission Regulations require personnel to maintain Third-Party Liability Insurance for personal vehicles.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

#### a. CBS

There are no restrictions on the importation of CB radios; however, Army members must have approval from overseas Commander prior to shipment (AR 105 4). Prior to operating such radio in country, permission must be granted by host country.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

No restrictions. However, a license must be acquired in country prior to operation.

#### d. DISH ANTENNAS

No restrictions identified.

#### e. CORDLESS PHONES

No restrictions identified.

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Ecuador should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Ecuador.

### 13. OTHER

No Restrictions Identified.

## General Instructions: EGYPT (EG)

### 1. SHIPMENT INSTRUCTIONS

For DOD arranged shipments: Contact GBLOC WKAS. OtherFor Naval Medical Research Unit 3 (NAMRU-3).(1) All DoD personnel assigned to the NAVAL MEDICAL RESEARCH UNIT 3 (NAMRU-3) are assigned under Chief of Mission in Cairo, Egypt. Shipments are to move as directed under DEPARTMENT OF STATE (DOS) MOVES.(2) Ensure Commanding Officer, NAMRU 3, is added as info addressee on all message traffic concerning personal property shipments, and receives copies of all letter correspondence concerning shipments. Inquire at 011-202-682-0794, or FAX 011-202-682-2039. For DOS arranged moves Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Dawn Dowling dowingdm@state.gov Tel: 202 2797 3820 FSN Contact Information: Alaa E ElSayed; Amal Sharkaw elsayedae@state.gov; sharkawya@state.gov +20-2-2797-3300; Tel: 202 279 Group Email: CairoGSOShipping@state.gov

#### a. WEIGHT RESTRICTIONS

Navy personnel: 25 percent of full JFTR weight allowance or 2,000 pounds, whichever is greater. NOTE: A weight restriction will not apply unless it appears in the members orders. MFO: GBLOC WKAS The GBLOC for the MFO shipments is WKAS. Unaccompanied baggage: The provision of the international consignment guide for Tel Aviv applies. Weight limit for UB will not exceed 500 LBS. To ship personal property at Government expense, contact local Transportation office to arrange for shipment. UB shipments should be made 9-12 weeks prior to report date to the MFO and should be accompanied by an inventory and marked. "MFO Personal items for (Name, Rank, Box# of Boxes)." Consign UB shipment to: Logistic Supervisor, Multinational force and observers, Tel Aviv, 1 Ben Gurion Street, Nnei Brak 51202 Israel, Phone number for commercial shipments is 011-972-9-6690, Fax 6691.

#### b. CONTAINER/CRATING REQUIREMENTS

Twenty foot containers and forty-foot containers can be handled routinely. Heavy containers can be handled at greatly increased cost.

**c. HARD LIFT AREA**

"No restrictions identified."

**d. UNACCOMPANIED BAGGAGE**

Shipments for Multinational Forces and Observers (MFO), also includes Logistical Support Unit (LSU): Do not ship to Cairo, Egypt. See consignment instructions for Tel Aviv, Israel.

Unaccompanied baggage authorizations for Multinational Force and Observers (MFO)-Sinai. (CH)

Shipments for United Nations Military Observers assigned to UNTSO, Observer Group Egypt only, consign to the following: In order to avoid complicated procedures with the Egyptian customs, the shipping address for incoming US Officers assigned to Egypt should be consigned to the following:

United Nations UNTSO - OGE Ferdinand Schafler c/o (rank, name of US Officer) El Ferdan Road 41511 Ismailia EGYPT Do not Ship Sappi Plates in UB.

**2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS**

a. Provide airway bill or bill of lading numbers, carrier, RDD, and container numbers by message to AmEmbassy Cairo or NAVMEDRSCHUTHREE as soon as available. b. Customs clearance of HHG and UB cannot begin until the announcement of the arrival of the owner to the Ministry of Foreign Affairs. The Embassy or NAVMEDRSCHUTHREE must have at least a copy of the Military Ocean Cargo Manifest or International Ocean Bill of Lading to initiate customs clearance of surface shipments prior to arrival of the vessel. c. The consigned to and marks/number blocks of ocean bills of lading, military cargo manifests and airway bills, including the containers, lift vans, crates, must contain identical markings (address)

**3. CONSUMABLES**

"No restrictions identified."

**a. ALCOHOLIC BEVERAGES**

Importation of alcoholic beverages, tobacco or food products is prohibited. These items are available locally and in the embassy commissary.

**b. CIGARETTES/TOBACCO PRODUCTS**

"Importation is PROHIBITED" These items are available locally and in the embassy commissary.

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

Send all medications by FPO/APO. Hand carry enough medications to last until mail arrives.

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

There are no restrictions on the importation of domestic pets. However, to avoid administrative delays, pets should be brought in as accompanied baggage. All pets being imported should have rabies certificate indicating the vaccination is at least 30 days old but no more than 1 year old. The pet should also have a health certificate issued no more than 14 days prior to arrival in Egypt.

**7. PRIVATELY OWNED FIREARMS (POF)**

Egyptian law allows the importation of shotguns and rifles. The only authorized means of shipping firearms is in your household effects after obtaining a written approval from the Chief of Mission prior to shipping. For NAVMEDRSCHUTTHREE personnel importation of firearms are prohibited.

**a. HAND GUNS**

Egyptian law allows the importation of shotguns and rifles. The only authorized means of shipping firearms is in your household effects after obtaining a written approval from the Chief of Mission prior to shipping. For NAVMEDRSCHUTTHREE personnel importation of firearms are prohibited.

**b. RIFLES/SHOT GUNS**

Egyptian law allows the importation of shotguns and rifles. The only authorized means of shipping firearms is in your household effects after obtaining a written approval from the Chief of Mission prior to shipping. For NAVMEDRSCHUTTHREE personnel importation of firearms are prohibited.



**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED"

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

a. POVs (includes data on prohibited vehicles, colors, etc.) Shipment of POV for Multinational Forces and Observers (MFO), also includes Logistical Support Unit (LSU): to Egypt IS NOT AUTHORIZED. (CH)(1) Administrative and technical staffs assigned to Egypt, under non-diplomatic status, are allowed to import only one POV duty-free. Members must export their POVs at the end of their tour or may sell it to a diplomat with duty-free privileges. (2) Diplomatic agents are allowed to import one vehicle duty-free for their own use and, if married, a second vehicle duty-free for their spouse. NOTE: The second vehicle must be exported or sold to a diplomat with duty-free privileges at the end of the tour. (3) The import requirements and sale restrictions are as follows: (a) If a POV receives its Egyptian customs clearance in the same year as its model year, i.e., year of manufacture, customer vehicle may be sold duty-free after 2 years from date of Government of Egypt (GOE) customs release, exported or sold to a diplomat with duty free privileges. (b) If the imported POV is one year or older, it must be exported by the end of the tour or sold to a member of the Diplomatic Community who has duty-free privileges. (CH)(2) Consign to American Embassy, American Ambassador, owners full name and SSN, American Embassy, Cairo, Egypt via port Alexandria. (CH)

**b. MOTOR CYCLES/MOPEDS**

According to GOE regulations, motorcycles and motorboats may be imported into Egypt. If any of these vehicles are to be shipped as part of the HHG, the motorcycle or motorboat must be inspected by customs officials at the port of entry, the vin number verified, and recorded for official entry into Egypt. The motorcycle or motorboat must be crated separately and clearly marked as to the contents and the owner. By so doing, only this crate will be opened at the port of entry to verify vin numbers. Unless the above procedures are followed, motorcycles or motorboats will not be allowed registration and licensing for use in Egypt.

**c. GASOLINE/CATALYTIC CONVERTERS**

Effective immediately, the Government of Egypt requires that all vehicles imported into the country have a catalytic converter installed.

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"Importation is PROHIBITED"

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

## 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

### a. CBS

"Importation is PROHIBITED"

### b. AMATEUR/HAM RADIOS

"Importation is PROHIBITED"

### c. MARS EQUIPMENT

"No restrictions identified."

### d. DISH ANTENNAS

"Importation is PROHIBITED"

### e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Egypt should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Egypt. When processing application and gbl, shipment must be consigned to members residence in country or to the destination agent facility. DONOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

## 13. OTHER

ITGBL Agents: Egypt Post: Alexandria Bureau: NEA Local Agents: 5) Four Winds International 11A Corniche El Nil, Maadi, Cairo, Egypt POC: Mrs Noreen El-Garabawy Chairman Tel: (02) 02 3580113/3583608 Cell: (02) 010 0300 3888 Fax: (02) 02 3593605 Email: noreen@fourwinds-eg.com 1) AGS FRASERS EGYPT Section A - piece 54 - block (R) 6th division - building 54 - 9th floor - apt 91 Zahraa el Maadi - Caro, Egypt Email: manager@agsegypt.com Tel: 00 20 (0) 122 813 64 65 Fax: 00 20 (0) 106 668 01 632) DHL Global Forwarding 36, Deliverande Street Heliopolis, Cairo, Egypt POC: Mrs. Amani Habashi, Removals Department Manager Tel: (02) 417 2040 Cell: (02) 10-9990286 Fax: 002 02 2910616 Email: amani.habashy@dhl.com 3) United Trans Company Mr. Adel Guirguis General Manager Email: trans@grpunited.net Tel: +202 2460 33 70 Fax: +202 2460 33 80 www.grpunited.net 4) Express International Group Kilo 28, Abou Rawash Industrial

EstateAbou Rawash, Cairo, Egypt.POC: George Nazzal Tel.: 20-2-35391540 / 44Fax.: 20-2-35391545 or 35391441Vonnage: 817-7043485E-Mail:- gnazzal@expressintl.com.egWeb.site: www.expressintl.com.eg2) MovEx Transportation &International Shipping, S.A.E.www.movex.com.egPOC Mr. Zeyad AldesoukyCellphone#01022231010.zeyad@movex.com.egMs. Dina MohamedFreight Operation ManagerDina.Mohamed@Movex.com.egAdd. Villa 6097, Zone G, of St 9 ,Mokattam, Cairo, Egypt1)AGS FRASERS EGYPT5034 esraa we meraaj streetMaadi Cairo in front of RoyalHospital - Caro, Egypt Email:renaud.bidault@agsglobalsolutions.comManar Mounir,cellphonr#+201060120955manar.mounir@agsglobalsolutions.comPhone01060120955Lamia Elgwely Import managerlamia.mohamed@agsglobalsolutions.comPhone 01068838535Email Nermine Onsy ExportManager nermine.onsy@agsglobalsolutions.comPhone 01068838530Fax : 00 20 (0) 244771654) Express Intrernational GroupKilo 28, Abou Rawash IndustrialEstateAbou Rawash, Cairo, Egypt. POC:Jerry NazzalTel.: 20-2-35391540 / 44Fax.: 20-2-35391545 or 35391441Vonnage: 817-7043485E-Mail:- Jnazzal@expressintl.com.egrania.mohamed@expressintl.com.egWeb.site:www.expressintl.com.eg3) United Trans CompanyMr. Adel GuirguisGeneral ManagerEmail:adel.guirguis@grpunited.netUnited Trans S.A.E4/5 United StreetKattameya Industrial AreaP.O.Box 1574 - Cairo 11511+2 0100 038 7526+2 0122 141 3082www.grpunited.net5) Four Winds International8 Road 155, 11th FL - MaadiPO Box: 240 Maadi, Cairo, EgyptPOC: Ms. Alaa BahnassyChairmanTel: (02) 02- 235 84306Cell: (02) +2010 1666 3464Fax: (02) 02 3593605Email: alaa.bahnassy@fourwindseg.comrania.mounir@fourwinds-eg.comwww.grpunited.net"Persian carpets are export restricted, and must be specifically listed on incoming inventory in order to obtain export clearance when departing post.

## General Instructions: EL SALVADOR (SV)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DO TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSO SHALL FOLLOW THE FOLLOWING INSTRUCTIONS: a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797. b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK DEPARTMENT OF STATE MANAGED SHIPMENT. NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)). c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV. d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A CANCELLED STATUS. OTHER Effective 1 October 2012 GBLOC OMDK (San Salvador) shipments for DOD and U.S. Coast Guard Personnel assigned to the Diplomatic Mission in San Salvador must be routed per the special instructions shown on PPCIG page for GBLOC OMDK. (1) Should it become necessary to use surface transportation (El Salvador is an airlift designated country), Atlantic Coast via Puerto Barrios or Santo Tomas de Castillo, Guatemala, marked In transit to El Salvador. CCT is recommended Pacific Coast via Acajutla, El Salvador. Shipments via Code T or INTL/AIR/AMC routing is POE Charleston, SC. (2) In those cases where air movement is recommended, ITOs must follow the appropriate military service procedures for air approval. (3) INTL/AIR/COMM/DPM is acceptable via Ilopango International Airport, El Salvador. Employee must be at post and diplomatically accredited with MFO before shipments can be sent to post-- Hold shipments at destination until Post requests them/ provides green light.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

(1) Due to the use of commercial narrow-body aircraft, external shipping containers for Code T shipments moving to/from South and Central America in accordance with PPP-B-601, style A or B, are required, not to exceed 60 inches in height. In accordance with Item 508, International Personal Property Rate Solicitation, special packing arrangements will be authorized by the PPSO for oversize items which will not fit into the restricted height container. (2) There is no AMC terminal but AMC

station manager at the airport coordinates loading/unloading AMC aircraft. Containers cannot exceed door dimensions of C 130 AMC aircraft: width 114 inches, height 105 inches.

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

Can be imported in personal property; limited to two cases.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries maybe shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Chemicals, and medicines, require special permits before importation. Post have to be notified before shipping these items.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restrictions.

**7. PRIVATELY OWNED FIREARMS (POF)**

Restrictions apply. Consult DAO, MILGP or EMB RSO prior to shipment in HHG.

**a. HAND GUNS**

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

-- Not more than 8 years old.-- Must have legible copy of original BOL, original packing list, and original invoice-- Motorcycles can be shipped in employees HHE shipment.-- Employees cannot ship a POV and Motorcycle. If employee ships both, one will pay import duties and taxes. a. POVs (includes data on prohibited vehicles, colors, etc.)(1) Duty free entry for mission personnel only. Vehicles may be driven to El Salvador from CONUS by way of Pan American Highway or freighted by sea. All transportation costs for accredited members paid by US Government from POE to duty

station. Military personnel are furnished license plates upon application at the cost of \$15.43 paid by the individual. Specific and up to date information should be provided to post by the individual or transportation office, prior to shipment of POV. Ensure that Ocean bill of lading must have name of owner, vehicle serial number or VIN or engine number, complete description of vehicle to include code, make, model and color. Original copy of GBL must be faxed to post and mailed at earliest date to the American Embassy or Acting TO, US Military Group/Mission, APO AA 34023. VEHICLE SHOULD BE SHIPPED AND CONSIGNED TO: American Embassy/El Salvador, EMPLOYEESNAME, Unit 3105, APO AA 34023. (2) Ship unboxed or in container to San Salvador, on GBL or BL specifying final destination: Aduana San Bartolo, El Salvador. Member must bring a copy of the bill of sale indicating exact price paid for the POV and the original certificate of title. These documents must also be faxed in advance to the Shipping and Customs Section, fax number (503) 278-4444, EXT 2817. (3) In El Salvador, the restriction to import vehicles is for vehicles that are 9 or more years of manufactured. A vehicle may be imported under duty free status only, but it must be re-exported at the end of the employee's tour. It is mandatory to receive original certificate and bill of sale before shipping the vehicle as a duty free importation must be requested in advance. A privately owned POV may only be imported after the employee's arrival to post.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) Duty free entry for mission personnel only. Vehicles may be driven to El Salvador from CONUS by way of Pan American Highway or freighted by sea. All transportation costs for accredited members paid by US Government from POE to duty station. Military personnel are furnished license plates upon application at the cost of \$15.43 paid by the individual. Specific and up to date information should be provided to post by the individual or transportation office, prior to shipment of POV. Ensure that Ocean bill of lading must have name of owner, vehicle serial number or VIN or engine number, complete description of vehicle to include code, make, model and color. Original copy of GBL must be faxed to post and mailed at earliest date to the American Embassy or Acting TO, US Military Group/Mission, APO AA 34023. VEHICLE SHOULD BE SHIPPED AND CONSIGNED TO: American Embassy/El Salvador, EMPLOYEESNAME, Unit 3105, APO AA 34023. (2) Ship unboxed or in container to San Salvador, on GBL or BL specifying final destination: Aduana San Bartolo, El Salvador. Member must bring a copy of the bill of sale indicating exact price paid for the POV and the original certificate of title. These documents must also be faxed in advance to the Shipping and Customs Section, fax number (503) 278-4444, EXT 2817. (3) In El Salvador, the restriction to import vehicles is for vehicles that are 9 or more years of manufactured. A vehicle may be imported under duty free status only, but it must be re-exported at the end of the employee's tour. It is mandatory to receive original certificate and bill of sale before shipping the vehicle as a duty free importation must be requested in advance. A privately owned POV may only be imported after the employee's arrival to post.

#### b. MOTOR CYCLES/MOPEDS

Motorcycles mopeds can be imported in personal property paying corresponding import taxes. They are not considered POVs and can be imported duty free. However, there are restrictions on motorcycles exceeding 350cc and member should contact the American Embassy, GSO, Shipping and Customs at (503) 278-4444, EXT 2817 for more information.

#### c. GASOLINE/CATALYTIC CONVERTERS





13. OTHER

No restrictions identified.

## General Instructions: EQUATORIAL GUINEA (GQ)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

Effective 1 October 2012 GBLOC OMDK (San Salvador) shipments for DOD and U.S. Coast Guard Personnel assigned to the Diplomatic Mission in San Salvador must be routed per the special instructions shown on PPCIG page for GBLOC OMDK.

- (1) Should it become necessary to use surface transportation (El Salvador is an airlift designated country), Atlantic Coast via Puerto Barrios or Santo Tomas de Castillo, Guatemala, marked "In transit to El Salvador". CCT is recommended Pacific Coast via Acajutla, El Salvador. Shipments via Code T or INTL/AIR/AMC routing is POE Charleston, SC.
- (2) In those cases where air movement is recommended, ITOs must follow the appropriate military service procedures for air approval.
- (3) INTL/AIR/COMM/DPM is acceptable via Ilopango International Airport, El Salvador.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

- (1) Due to the use of commercial narrow-body aircraft, external shipping containers for Code T shipments moving to/from South and Central America in accordance with PPP-B-601, style A or B, are required, not to exceed 60 inches in height. In accordance with Item 508, International Personal Property Rate Solicitation, special packing arrangements will be authorized by the PPSO for oversize items which will not fit into the restricted height container.
- (2) There is no AMC terminal but AMC station manager at the airport coordinates loading/unloading AMC aircraft. Containers cannot exceed door dimensions of C 130 AMC aircraft: width 114 inches, height 105 inches.

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

The JFTR/JTR identifies Malabo, Equatorial Guinea as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010) A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restrictions identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No restrictions identified.

**a. HAND GUNS**

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

## 11. TRANSMITTING EQUIPMENT

No restrictions identified.

### a. CBS

No restrictions identified.

### b. AMATEUR/HAM RADIOS

No restrictions identified.

### c. MARS EQUIPMENT

No restrictions identified.

### d. DISH ANTENNAS

No restrictions identified.

### e. CORDLESS PHONES

No restrictions identified.

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Equatorial Guinea should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Equatorial Guinea. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

## 13. OTHER

No restrictions identified.

## General Instructions: ERITREA (ER)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Responsible GBLOC: WKAS. For DOS arranged moves Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED"GSO Contact Information:AsmaraRudy O Lopez LopezRO@state.gov+291-1-120004 EXT. 2101FSN Contact Information:Yacob Kiflu kifluy@state.govTel: 291-1-20004 x2153Group Email:asmaratravelshipping@state.gov

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD and DOSJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Asmara, Eritrea as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

"No restrictions identified."

## 7. PRIVATELY OWNED FIREARMS (POF)

"No restrictions identified."

### a. HAND GUNS

"No restrictions identified."

### b. RIFLES/SHOT GUNS

"No restrictions identified."

### c. TOY RELATED GUNS

"No restrictions identified."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

### a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

### b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

## 11. TRANSMITTING EQUIPMENT

"No restrictions identified."



**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Eritrea should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Eritrea. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

**13. OTHER**

ITGBL Local agents:EritreaPost: Asmara Bureau: AFLocal Agents:1) > Global P.L.C. Clearing & Forwarding - PackingMoving and Warehousing> Blue Building No. 2H> P.O.Box: 2773> POC: Ghebrekidan Kidane> E-mail:kidane.global@gmail.com<mailto:kidane.global@gmail.com>> Tel: +291-7113406

## General Instructions: ESTONIA (EE)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) a. Euro Theater CPPSO assumes administrative support for NATO Force Integration Unit/NFIU-Estonia (W2HW77) APO 15007 Tallinn, Estonia. Consign ALL HHG and UB shipments for DOD Members NOT assigned to American Embassy/Consulate Estonia to: 405th AFSB, Unit 23152, Attn: BASOPS Transportation Division, Kaiserslautern, GE, APO 09054 (WKAS) as the destination installation in Block 20. GBL Block 18 should read Tallinn, Estonia. DO NOT SHIP VIA DPM. DO NOT USE RATES FOR GERMANY (GE). Shipments will be OTO consigned to member or member's agent at destination address or unit of assignment. b. OTHER Personal assigned to "STU Baltic Defense COL Estonia, Tartu, Balti Kaitsekolledz, Riia 12, 521013, Tartu, Estonia. DO NOT consign to the US Embassy, Estonia. Consign shipments directly to Baltic Defense College in Tartu, Estonia. Provide advance documentation to MSG Risto Kanketer, HNS / Protocol Support, email: risto.kanketer@bdcol.ee. Phone number: +372 717 6043 DOS arranged shipments: Contact (GBLOC: VSDK, DOS) For DOS arranged moves: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Tallinn Ryan M. Schreck SchreckRM@state.gov Tel: +372 5431 0155 FSN Contact Information: Svea Suurevalja suurevaljas@state.gov Tel: 372 668 8115 Group Email: TallinnGSOShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS. .

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

HHG, UAB, and POV are cleared through customs by GSO, American Embassy, Tallinn upon arrival. Incoming shipments for military members and DoD civilians are imported into Estonia under diplomatic privileges which means shipping containers and boxes are not opened or subjected to customs examination at the time of customs entry.

### 3. CONSUMABLES

DOD arranged shipments: The JFTR/JTR identifies Tallinn, Estonia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010) A. Uniformed Service Member<sup>1</sup>. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).<sup>2</sup> Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee<sup>1</sup>. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).<sup>2</sup> Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. DOS arranged shipments: Contact DOS.

#### a. ALCOHOLIC BEVERAGES

Tax free importation of up to 1 liter of alcohol of heavy spirit contents or up to 2 liters of wine or alcohol of light spirit contents is permitted.

#### b. CIGARETTES/TOBACCO PRODUCTS

Importation of up to 200 cigarettes or 50 cigarillos or 25 cigars or 250 grams of other tobacco products is permitted.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

Special permit must be acquired from Veterinary and Food Board for importation of some products of livestock and poultry breeding.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Must accompany member, not be shipped in HHG/UB. CONTACT SPONSOR FOR FURTHER CLARIFICATION.

### 4. ELECTRICAL EQUIPMENT

“No restrictions identified.”

#### a. HOME COMPUTERS

“No restrictions identified.”

#### b. TVs/VCRs

“No restrictions identified.”

#### c. OTHER (i.e. COMPATIBILITY, ETC)

“No restrictions identified.”

### 5. FURTNITURE, OVERSIZED

“No restrictions identified.”

### 6. PETS/QUARANTINE

Entry of pets is authorized. No quarantine period is required. Pets must have a current health certificate or document certifying that the pet has undergone required examination and vaccination issued by the supervisory agency of the country of residence. Certificate must be presented to the veterinary supervisory official.

### 7. PRIVATELY OWNED FIREARMS (POF)

Weapons and ammunition may be brought into the country upon obtaining permission of the Police Board through application by the Ministry of Foreign Affairs. Permission must be obtained prior to inclusion of POF in shipment.

#### a. HAND GUNS

Weapons and ammunition may be brought into the country upon obtaining permission of the Police Board through application by the Ministry of Foreign Affairs. Permission must be obtained prior to inclusion of POF in shipment.

#### b. RIFLES/SHOT GUNS

Weapons and ammunition may be brought into the country upon obtaining permission of the Police Board through application by the Ministry of Foreign Affairs. Permission must be obtained prior to inclusion of POF in shipment.

#### c. TOY RELATED GUNS

“No restrictions identified.”

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Weapons and ammunition may be brought into the country upon obtaining permission of the Police Board through application by the Ministry of Foreign Affairs. Permission must be obtained prior to inclusion of POF in shipment.

## 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

### a. POVs (includes data on prohibited vehicles, colors, etc.)

For customs clearance, the following data and documents must be provided: Model, make, vehicle identification number, year of production, color, engine capacity, maximum net power of engine (KW), weight and a copy of Certificate of Title for the vehicle.

### b. MOTOR CYCLES/MOPEDS

Motorcycles are considered POVs.

### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Works representing minors in erotic or pornographic situations are prohibited.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Special permit must be acquired from the relevant authorities (Veterinary and Food Board, etc.)  
Contact sponsor for detailed information.

## 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

### a. CBS

"No restrictions identified."

### b. AMATEUR/HAM RADIOS

Special permit required.

### c. MARS EQUIPMENT

Special permit required.

### d. DISH ANTENNAS

"No restrictions identified."

### e. CORDLESS PHONES

“No restrictions identified.”

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation, or relocating to Estonia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Estonia.

## 13. OTHER

Arranged ITBL Local Agents: EstoniaPost: Tallinn Bureau: EURLocal Agents:1) AVA Express OUPeterburi Tee 4611415 Tallinn, EstoniaPOC: Rain MerisaluTel: 372 613 9737 or 372 514 8797Email: rain@ava.ee or ava@ava.eeMoveMaster OUParnu mnt 139E/511317 Tallinn, EstoniaPOC: Aaro KoutsTel: +372 5400 5000Email: aaro@movemaster.eeFF INTERNATIONAL MOVERSPOC: Aivars UsansPOC email: au@ff-group.lvAddress: Sarlotes street3, Riga, LV-1001,Latvia phone: +37129160011

## General Instructions: ESWATINI (SZ)

### 1. SHIPMENT INSTRUCTIONS

For DOS arranged moves: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Mbabane Brauck Cullen CullenBR@state.gov Tel: +268 2417-9000 FSN Contact Information: Susan Gama; Nontsikelelo Tfw GamaS@state.gov; TfwalaNC@state.gov Tel: +268 2417-9657; +268 2417 Group Email: MbabaneShipping@state.gov

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

"No restrictions identified."

### 7. PRIVATELY OWNED FIREARMS (POF)

"No restrictions identified."

#### a. HAND GUNS

"No restrictions identified."

#### b. RIFLES/SHOT GUNS

"No restrictions identified."



**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

“No restrictions identified.”

**e. CORDLESS PHONES**

“No restrictions identified.”

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Swaziland should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Swaziland.

**13. OTHER**

ITGBL Agents:SwazilandPost: Mbabane Bureau: AFLocal  
Agents:ElliottInternationalPlot 178, Simunye StreetMatsapha Industrial  
SiteMatsaphaEswatiniPOC: Kate AnsleyEmail:kate.removals@pandora.co.szMobile +  
268 7602 4330Switchboard +268 2518 4270Stuttafords Van LinesUnit 4, Matsapha  
Industrial ParkMatsapha,EswatiniPOC: Heleny Heenan, Branch ManagerTel: 268 -  
5185707Fax: 268 - 5185706Mobile : +268 78025120Email:  
operations@stuttafordvanlines.co.szheleny.heenan@stuttafordvanlines.com

## General Instructions: ETHIOPIA (ET)

### 1. SHIPMENT INSTRUCTIONS

DOD Arranged shipments: Responsible GBLOC: WKAS-Please proceed to GBLOC details for "WKAS".DOS Arranged Shipments:Department of State Consignment.DoS arranged moves "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" statusGSO Contact Information:Addis AbabaKidist Habte HabteKG@state.gov251-011-130-6571FSN Contact Information:IVG 750 6485Group email:AddisGSOShippingandCustoms@state.gov

#### a. WEIGHT RESTRICTIONS

Since all residences are Government furnished, paragraph U5315 B. of the JFTR applies to service members in Ethiopia. Members weight allowance is 25 percent or 2,000 lbs (whichever is greater) of the amount authorized in paragraph U5310 of theJTR.

#### b. CONTAINER/CRATING REQUIREMENTS

Due to multiple airlines and aircraft involved in the shipment of personal effects, the boxes must be no larger than the dimensions acceptable by the smallest cargo plane. Boxes should be no more than 205 cm long, 145 cm wide, and 155 cm high. In the past, boxes have been broken down to meet these requirements, with resultant delay of delivery and loss of items.

#### c. HARD LIFT AREA

Ethiopia is designated as a hard lift area for all service members. All HHG/UB shipments are sent via commercial air. There is no scheduled AMC access to Ethiopia. All shipments should be routed through London, UK or Frankfurt, Germany, as these are the only European airports with service to Addis Ababa.

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. Personnel on the Diplomatic list (Attaches) are eligible for the exemption of customs and excise tax for their entire tour. Staff members (Administrative and Technical Staff members, non-Attaches) are only entitled to duty-free entry for the first six months of their tour. Shipment of personal property and POV must be scheduled to arrive in Ethiopia within the first six months. b. Customs clearance is handled by the General Service Office (GSO) at the Embassy. In order to track shipments, initiate customs clearance, and ensure the promptest delivery of the containers to the Embassy, the member must provide the GSO with the airway bill number of the shipment prior to arrival (either by telegraphic means or by FAX). Additional information needed by the GSO is; number of pieces, weight, packing list, and flight number (if known by member).

## 3. CONSUMABLES

DOD and DOSJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definitionThe JTR identifies Addis Ababa, Ethiopia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

### a. ALCOHOLIC BEVERAGES

"Importation is PROHIBITED."

### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

### c. COSMETICS

"No restrictions identified."

### d. FOOD STUFFS AND MEATS

Consumable items/foodstuffs should be listed as household effects and not be marked in any way as to indicate contents as foodstuffs.

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

#### 4. ELECTRICAL EQUIPMENT

“No restrictions identified.”

##### a. HOME COMPUTERS

“No restrictions identified.” Due to pouch size limitation, computer must be sent as part of HHG or UB shipment. They should not be accompanied baggage upon arrival in Addis Ababa.

##### b. TVs/VCRs

“No restrictions identified.”

##### c. OTHER (i.e. COMPATIBILITY, ETC)

“No restrictions identified.”

#### 5. FURTNITURE, OVERSIZED

Residences of all service members are furnished. This includes beds, dressers, couches, reclining chairs, coffee tables, entertainment centers, dining room tables, all major appliances, and microwave ovens. Upon arrival, a welcome kit is provided to be turned back in to GSO upon arrival of HHG/UB shipments. The kit includes linen, towels, dishes, and pots/pans. Voltage in Ethiopia is 240 volt 50 megahertz and is subject to extreme fluctuations and frequent power outages. Transformers are provided.

#### 6. PETS/QUARANTINE

Currently, Ethiopian customs regulations governing the importation of pets are not stringent. However, regulations in Ethiopia change with little or no advance notice. Therefore, individuals wishing to ship a pet should contact the General Services Office immediately upon notification of assignment. Pertinent information needed includes: country where pet will be shipped from, type of pet, sex, age, and record of inoculations.

#### 7. PRIVATELY OWNED FIREARMS (POF)

“Importation is PROHIBITED.” (applies to Diplomatic Staff and to Administrative and Technical Staff).

##### a. HAND GUNS

“Importation is PROHIBITED.”

##### b. RIFLES/SHOT GUNS

“Importation is PROHIBITED.”

##### c. TOY RELATED GUNS

“Importation is PROHIBITED.”

##### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

## 8. PRIVATELY OWNED VEHICLES (POVs)

“No restrictions identified.”

### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) The Ethiopian Government's policy is one duty-free imported vehicle per member (applies to Diplomatic Staff and to Administrative and Technical Staff). POV's of Administrative and Technical Staff personnel are entitled to duty-free entry within the first six (6) months of the member's arrival. POV's may only be sold within the last six (6) months of the member's tour (applies to Diplomatic Staff and to Administrative and Technical Staff). (2) All vehicles must be contracted with the Port of Djibouti. Djibouti is the transshipment point. The Port of Asseb, Eritrea has proven unreliable as a transshipment point (long delays in processing, overland transshipment-with damage to vehicles, and demurrage fees for the delay in shipment). Shipping time varies between 6-8 months. (3) The American Embassy in Addis Ababa, Ethiopia, recommends members on a 1-year rotation to Ethiopia be restricted from shipping a POV to this country. Due to the fact the average shipping time from CONUS is 6-8 months, and the cost is \$16,000 per vehicle. Shortly after arrival, the vehicle must be processed for return to CONUS. Members assigned to Ethiopia for a 1-year rotation will be authorized storage of their POV under the provisions of Paragraph U5805, Joint Federal Travel Regulation(JFTR), Volume I for the duration of their assignment. (4) All vehicles must be containerized for transport via ship. POV should be consigned to American Embassy, Addis Ababa, Ethiopia (marked with members name and SSN). The original bill of lading must be forwarded to the General Services Officer, American Embassy, PO Box 1014 Entoto St., Addis Ababa, Ethiopia by express courier service. It is essential the original bill of lading be received by the GSO prior to the vehicle's arrival in the port of Djibouti. This enables their GSO to expedite the follow-on shipment of the vehicle to Addis Ababa, via rail, and submit the required application to the Ethiopian Ministry of Foreign Affairs for duty-free entry, and to prepare the necessary customs clearance documents. (5) Telegraphic advice must be forwarded to post providing engine number, chassis number (VIN), engine capacity, value of vehicle, color or vehicle, weight of vehicle, and maximum number of passengers.

### b. MOTOR CYCLES/MOPEDS

“No restrictions identified.”

### c. GASOLINE/CATALYTIC CONVERTERS

Note that unleaded gasoline is available in Ethiopia, thus there is no need to remove the catalytic converter from the vehicle

### d. INSURANCE AND SAFETY REQUIREMENTS

“No restrictions identified.”

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“No restrictions identified.”

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“No restrictions identified.”

## 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

### a. CBS

“No restrictions identified.”

### b. AMATEUR/HAM RADIOS

“No restrictions identified.”

### c. MARS EQUIPMENT

“No restrictions identified.”

### d. DISH ANTENNAS

“No restrictions identified.”

### e. CORDLESS PHONES

“No restrictions identified.”

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Ethiopia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Ethiopia.

## 13. OTHER

ITGBL Local Agents:Post: Addis Ababa Bureau: AFLocal Agents:1) Segon International MoversAddis Ababa, EthiopiaPOC: Mulugetta Asefa / Tsedey WorkuTel: 251-11-618-5942Fax: 251-6-637815Email: segon@telecome.net.et; segon@ethionet.et;segon.dir@ethionet.et2) Panafric Global P.L.C.Gambia Street, Tsige Mariam Building 2nd FloorP.O.Box 7408Addis Ababa, EthiopiaTel: +251-115-51 6250/7092Tel: +251-115-15 3243Fax: +251-115-51 5259POC: Tesfa Dagnachew, Marketing DirectorMobile: +251-911-60 6741Email: tesfad@panafricglobal.comEmail: panafric.global@ethionet.etWeb: www.panafricglobal.com3) Green International MoversAddis Ababa, EthiopiaPOC: Brook Befikadu (General Manager)Email: brook@greenint.comTel: 251-011-662-3682Fax: 251-011-618-7984Email: contact@greenint.com

## General Instructions: EUROPA ISLAND (XE)

### 1. SHIPMENT INSTRUCTIONS

For DOS arranged moves: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

#### b. CONTAINER/CRATING REQUIREMENTS

#### c. HARD LIFT AREA

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No Restrictions Identified.

### 3. CONSUMABLES

No Restrictions Identified.

#### a. ALCOHOLIC BEVERAGES



No Restrictions Identified.

**b. CIGARETTES/TOBACCO PRODUCTS**

No Restrictions Identified.

**c. COSMETICS**

No Restrictions Identified.

**d. FOOD STUFFS AND MEATS**

No Restrictions Identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No Restrictions Identified.

**4. ELECTRICAL EQUIPMENT**

No Restrictions Identified.

**a. HOME COMPUTERS**

No Restrictions Identified.

**b. TVs/VCRs**

No Restrictions Identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No Restrictions Identified.

**5. FURTNITURE, OVERSIZED**

No Restrictions Identified.

**6. PETS/QUARANTINE**

No Restrictions Identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No Restrictions Identified.

**a. HAND GUNS**

No Restrictions Identified.

**b. RIFLES/SHOT GUNS**

No Restrictions Identified.

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No Restrictions Identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No Restrictions Identified.

**b. MOTOR CYCLES/MOPEDS**

No Restrictions Identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No Restrictions Identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No Restrictions Identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No Restrictions Identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No Restrictions Identified.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

No Restrictions Identified.

**b. AMATEUR/HAM RADIOS**

No Restrictions Identified.

**c. MARS EQUIPMENT**

No Restrictions Identified.

**d. DISH ANTENNAS**

No Restrictions Identified.

**e. CORDLESS PHONES**

No Restrictions Identified.

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

No Restrictions Identified.

**13. OTHER**

No Restrictions Identified.

## General Instructions: FALKLAND ISLANDS (ISLAS MALVINAS) (FK)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: FAROE ISLANDS (FO)

### 1. SHIPMENT INSTRUCTIONS

For DOS arranged moves: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

No Restrictions Identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

No Restrictions Identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No Restrictions Identified.

### 3. CONSUMABLES

No Restrictions Identified.

#### a. ALCOHOLIC BEVERAGES

No Restrictions Identified.



**b. CIGARETTES/TOBACCO PRODUCTS**

No Restrictions Identified.

**c. COSMETICS**

No Restrictions Identified.

**d. FOOD STUFFS AND MEATS**

No Restrictions Identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No Restrictions Identified.

**4. ELECTRICAL EQUIPMENT**

No Restrictions Identified.

**a. HOME COMPUTERS**

No Restrictions Identified.

**b. TVs/VCRs**

No Restrictions Identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No Restrictions Identified.

**5. FURTNITURE, OVERSIZED**

No Restrictions Identified.

**6. PETS/QUARANTINE**

No Restrictions Identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No Restrictions Identified.

**a. HAND GUNS**

No Restrictions Identified.

**b. RIFLES/SHOT GUNS**

No Restrictions Identified.

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No Restrictions Identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No Restrictions Identified.

**b. MOTOR CYCLES/MOPEDS**

No Restrictions Identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No Restrictions Identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No Restrictions Identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No Restrictions Identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No Restrictions Identified.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

No Restrictions Identified.

**b. AMATEUR/HAM RADIOS**

No Restrictions Identified.

**c. MARS EQUIPMENT**

No Restrictions Identified.

**d. DISH ANTENNAS**

No Restrictions Identified.

e. CORDLESS PHONES

No Restrictions Identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No Restrictions Identified.

13. OTHER

No Restrictions Identified.

## General Instructions: FEDERATED STATES OF MICRONESIA (FM)

### 1. SHIPMENT INSTRUCTIONS

PICK UP OR DELIVERY If/When a pickup or delivery street address is not available (streets are rarely named), PPPOs and PPSOs must ensure the location of personal property to be picked up or delivered is adequately described using local landmarks (i.e.-red house behind supermarket in Tutuila Village, fourth green house on right side of gym in Matuu Village, etc.). Providing a P.O. Box is adequate to provide customer contact information, but IS NOT descriptive enough to effect a pickup or delivery of personal property.

#### a. WEIGHT RESTRICTIONS

No Restrictions Identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

No Restrictions Identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No Restrictions Identified.

### 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location.(CH 05-May-2021 TCJ9-OH-PAC RB)

#### a. ALCOHOLIC BEVERAGES

No Restrictions Identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No Restrictions Identified.

#### c. COSMETICS

No Restrictions Identified.

#### d. FOOD STUFFS AND MEATS

No Restrictions Identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No Restrictions Identified.

**4. ELECTRICAL EQUIPMENT**

No Restrictions Identified.

**a. HOME COMPUTERS**

No Restrictions Identified.

**b. TVs/VCRs**

No Restrictions Identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No Restrictions Identified.

**5. FURTNITURE, OVERSIZED**

No Restrictions Identified.

**6. PETS/QUARANTINE**

No Restrictions Identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No Restrictions Identified.

**a. HAND GUNS**

No Restrictions Identified.

**b. RIFLES/SHOT GUNS**

No Restrictions Identified.

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

The Federated States of Micronesia Customs and Tax Office advised there is no import permit required to ship a POV under orders. However, customer is required to visit and provide their POV shipping documents with orders to the Custom and Tax office located on each island under the Federated States of Micronesia (Yap, Chuuk, Pohnpei and Kosrae). Customers are assessed a 4% tax charge which Customs will determine based on the type of vehicle shipped. Customs tax office contact number: 011-691-320-2616. (CH, 28 April 2022, TCJ9-OH-PAC, MSO). Members assigned to the US Embassy are exempt from taxes. (CH, TCJ9-OH-PAC, 28 Apr 2022, MSO)

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No Restrictions Identified.

**b. MOTOR CYCLES/MOPEDS**

No Restrictions Identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No Restrictions Identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No Restrictions Identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No Restrictions Identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No Restrictions Identified.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

No Restrictions Identified.

**b. AMATEUR/HAM RADIOS**

No Restrictions Identified.

**c. MARS EQUIPMENT**

No Restrictions Identified.

**d. DISH ANTENNAS**

No Restrictions Identified.

**e. CORDLESS PHONES**

No Restrictions Identified.

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

No Restrictions Identified.

**13. OTHER**

No Restrictions Identified.

## General Instructions: FIJI (FJ)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVE EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPSOs SHALL FOLLOW THE FOLLOWING INSTRUCTIONS: a. ENSURE MEMBER EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797. b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK DEPARTMENT OF STATE MANAGED SHIPMENT. NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)). c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER EMPLOYEES ORDERS VIA FAX EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891 0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV. d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A ;CANCELLED; STATUS.

NOTE - DoD Agencies supported by the US Embassy, Suva, Fiji: DIA - Defense Intelligence Agency DSCA - Defense Security Cooperation Agency NAVY - Department of the Navy (CH 20-MAR-2019 TCJ4-HB RB)

#### a. WEIGHT RESTRICTIONS

In accordance with prescribed service regulations and the JTR.

#### b. CONTAINER/CRATING REQUIREMENTS

The shipping/packing company should line all interiors of shipping crates with plastic sheeting to prevent water damage. Size limitations of shipping containers: Crates must be made to fit in 20 ft steel containers. Port of discharge: Suva, Fiji Islands. Marking instructions for sea freight (HHG and/or POV): American Embassy 158 Princes Road, Tamavua Attention: Valda Curtis/Peter Taukave Phone: 331-4466 ext. 8124/8117 Suva, Fiji Islands For: customers name Marking instructions for air freight (UB): American Embassy 158 Princes Road, Tamavua Attention: GSO/Peter Taukave Phone: 331-4466 ext. 8124/8117 Suva, Fiji Islands For: customers name

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE



No Restrictions Identified.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. Personnel MUST be in country and present a valid diplomatic or official passport to receive their household goods and unaccompanied baggage shipment. Because you must personally be in country to sign necessary documentation and receive diplomatic accreditation, your shipments (UB, HHG and Consummables) cannot arrive to Post nor be cleared through Fiji customs prior to your arrival. Please plan to be in country for 2-3 months without your personal effects, including UB. If you will not arrive for several months, your shipment should be consigned to the U.S. Despatch Agent in Seattle, WA with instructions to hold your shipment in temporary storage until after your arrival in Suva. If you have any questions, please send your inquiry to the GSO Suva Mailbox at [GSO\\_Suva@state.gov](mailto:GSO_Suva@state.gov). The Government of the Republic of Fiji (GORF) will not release household goods or unaccompanied baggage shipment until member is present to sign all required documents. HHG and UB shipments should be scheduled to arrive as close as possible to members arrival date in Fiji. Firearms, pornographic materials, drugs, knives, untreated/unpolished/unvarnished cane furniture, certain dried fruits, certain nuts, meats, eggs, and dairy products and by-products, are all subject to import restrictions. Pet foods/treats may also be confiscated. The GORF Agriculture Department requires animal skins, rugs, and feathers be dry cleaned and fumigated before shipping to Fiji. A receipt/certificate showing fumigation this has been done will facilitate entry of these items. A Quarantine Officer will be present during the delivery/unpacking of your shipment(s). Ensure outdoor gear and sporting equipment is shipped clean of dirt and debris. The Quarantine Officer will watch for restricted items and any indication of insects in your shipment; if they are found, items may be sent for fumigation (at your expense) or in some cases confiscated. For up-to-date information on import restrictions, please check the following Biosecurity Authority of Fiji websites: For plant products: <http://www.baf.com.fj/cooperations/plant-and-plant-products> For animal products: <http://www.baf.com.fj/cooperations/animals-and-animal-products>

b. Failure to comply with these packing instructions can result in considerable shipping delays because the shipment will have to be re-crated in order to be surface freighted to Suva. Fiji law requires that all inbound shipments for fourth schedule diplomatic personnel pass through customs within six months of the customers arrival in country; this includes any supplemental HHG/Consummable shipments an customer may be authorized by State or their employing agency. Third schedule diplomatic personnel are exempt from this six month limit. Please check with Post HR department to determine whether you will be listed as a third or fourth schedule officer. Due to geography, local customs restrictions and shipping delays, customers will experience a lengthy wait for delivery of their personal effects (UB,HHG, CONS, and POV). The usual time for effects coming from the U.S. is 2-3 months. However, shipments coming from Europe or from Africa can take 4 months or longer. Occasionally, even airfreight (UB) may be quite delayed. Post GSO supplies a Welcome Kit to new arrivals pending receipt of their personal effects. The kit includes commonly needed items such as bedding, towels, pots, pans, dishes, flatware, kitchen utensils, a TV, and vacuum cleaner. You are required to return all of the welcome kit items to GSO Supply two weeks after receiving your HHG. You will not be allowed to keep nor borrow any welcome kit items after the receipt of your HHG. For singles and couples, we provide dishes and flatware for four people; for larger families, we provide dishes and flatware for six, eight, or more, depending on family size. You may wish to supplement the kit with such items as games, books, etc. -- all of which can be hand-carried or mailed through the Diplomatic Pouch in advance of your arrival. The following shipping information is keyed to 14 FAM 614.2-Obtaining Information:

## 3. CONSUMABLES

Importation of meat and dairy products are prohibited. For further details, visit [www.biosecurityfiji.com](http://www.biosecurityfiji.com) (CH 29-Feb-2016 SDDC-PAC RB) Also see Paragraph 2 above: CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS. Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location. (CH 05-May-2021 TCJ9-OH-PAC RB)

#### a. ALCOHOLIC BEVERAGES

Alcoholic beverages will only be allowed after a Third Schedule work permit is issued by the Fiji Ministry of Foreign Affairs after the customer arrives at Post. Issuance of the approved work permit may take up to two weeks. (CH 29-Feb-2016 SDDC-PAC RB)

#### b. CIGARETTES/TOBACCO PRODUCTS

Cigarettes Tobacco Products will only be allowed after a Third Schedule work permit is issued by the Fiji Ministry of Foreign Affairs after the customer arrives at Post. Issuance of the approved work permit may take up to two weeks. (CH 29-Feb-2016 SDDC-PAC RB)

#### c. COSMETICS

No restrictions.

#### d. FOOD STUFFS AND MEATS

Importation of meat and dairy products are prohibited. For further details, visit [www.biosecurityfiji.com](http://www.biosecurityfiji.com) (CH 29-Feb-2016 SDDC-PAC RB) Also see Paragraph 2 above: CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions on prescription drugs.

### 4. ELECTRICAL EQUIPMENT

U.S. Government-leased residences in Suva are equipped with 220-240v/50HZ electricity. The electrical plug for Fiji is the same as Australia, with a single grounding pin and two flat pins forming an upside down V-shape. A picture of the plug can be viewed at: [http://en.wikipedia.org/wiki/AS\\_3112](http://en.wikipedia.org/wiki/AS_3112). If you plan on shipping audio, video and computer equipment, power protection devices are recommended, such as 220-240v power strips and Uninterrupted Power Supply (UPS). Each house is issued three transformers. Be advised that appliances with clocks and timers designed to run on 60HZ electricity will not function properly and similarly motors designed to run on 60HZ may not function well. (CH 05-DEC-2017 TCJ4-HB-PAC RB)

#### a. HOME COMPUTERS

No restrictions however, recommend use of power protection devices such as 220 volts power strips and universal power sources (UPS). Good quality power strips are not available locally. (CH 05-DEC-2017 TCJ4-HB-PAC RB)

## b. TVs/VCRs

No restrictions however, recommend use of power protection devices such as 220 volts power strips and universal power sources (UPS). Good quality power strips are not available locally. (CH 05-DEC-2017 TCJ4-HB-PAC RB)

## c. OTHER (i.e. COMPATIBILITY, ETC)

Electric current is 240 volts, 50 cycles. Fiji experiences frequent power fluctuations. Post provides 3 transformers to each household. Good quality transformers are not available locally. (CH 05-DEC-2017 TCJ4-HB-PAC RB)

## 5. FURTNITURE, OVERSIZED

No restriction on shipping furniture. However, Suva provides furnished quarters, therefore shipment of furniture is not necessary. All agencies except SAO are provided furnished houses. All homes are air-conditioned and furnished with standard furniture determined under the post Furniture and Appliance Pool (FAP), including a queen sized bed for the master bedroom, twin beds for the other occupied bedrooms, tables, chairs, desks, night stands, lamps, rugs, and bookshelves. A microwave oven, refrigerator, freezer, transformers, washer and dryer, brush cutter, and dehumidifier are also included. Post does not provide residential gardening equipment. Due to limited warehouse storage space to take back otherwise assigned FAP furnishings, and the potential risk of importing wood-based furniture, incoming customers should consider not bringing significant pieces of personal furniture; said furniture should be stored in Non-Temporary Storage (NTS) at origin.

Some Embassy housing does not come equipped with a dishwasher. If you are not a State Department Employee, be sure to check with your agency to determine if your permanent quarters in Suva will be unfurnished or the level to which it will be furnished. (CH 05-DEC-2017 TCJ4-HB-PAC RB)

## 6. PETS/QUARANTINE

The application/approval process for bringing a pet into Fiji remains lengthy, cumbersome and expensive. It should also be noted moving may be a stressful and emotional experience for pets and owners alike. In some cases it may be impossible. If you wish to import a small animal/s, i.e. dogs and cats, into Fiji, the first step is to review the guidelines and obtain and complete an APPLICATION TO IMPORT LIVE ANIMALS INTO FIJI. This information and paperwork is available at the Biosecurity Authority of Fiji website: <http://www.baf.com.fj/cooperations/animals-and-animal-products>. Please contact the CLO at CLOSuva@state.gov for further details as soon as possible and no less than six (6) months prior to your arrival in country. Importation of birds into Fiji is not permitted. If the application is approved, a process that may take 21 working days, an Import Permit will be issued together with the conditions of importation and other relevant information detailing required tests, vaccinations, treatments and documentation. Quarantine of pets: Only dogs and cats brought in from New Zealand and Australia can enter Fiji with minimum 7-day quarantine. Pets may enter via Hawaii if they meet all Hawaii entry/quarantine requirements. This may or may not include quarantine in Hawaii. Pets entering from Hawaii will be subject to minimum 30 day quarantine in Fiji. Fiji is beginning to allow pets to enter the country directly from the continental United States, but this is a nearly untested route and these requests are reviewed by the Fiji authorities on a case-by-case basis. Again, pets arriving from the CONUS will be subject to minimum 30 day quarantine. In

addition, there will be mandatory rabies inspections at your home every ten days for the six months following the 30 day quarantine and inspections every 30 days for the following six months. Home quarantine is not permitted to be substituted for the initial, required 30 day quarantine. Veterinary, testing, vaccination, shipping, import/handling and quarantine fees are the responsibility of the pet owner. Travel Bans: Many American carriers and some international airlines have temperature-related travel bans for pets during warm/extremely cold weather periods. Many airlines, both US and international carriers, also prohibit the shipment of certain breeds of dogs; some examples are: American Pit Bull Terrier; American Staffordshire Terrier; Bull Terrier; Doberman Pinscher; and Rottweiler. Additionally some carriers restrict or limit shipments of snub-nosed breeds; some examples are: Boston Terrier, Boxer, English/French Bulldog, King Charles Spaniel, Lhasa Apso, Pug, Shar-Pei, Shih Tzu. Contact airlines directly to confirm specific policies. Be sure to verify with the airline the cost, container specifications, veterinary requirements, and check-in procedures. These requirements can vary between airlines. Also be aware that if there is a change in airlines during travel, the pet owner may need to transfer the pet from one airline to another. The transfer can be a lengthy process. -----The need to ship a pet via a foreign flag carrier does NOT/NOT exempt customers from the Fly America Act and the requirement to use US Flag Carrier for travel between the United States and Fiji.

## 7. PRIVATELY OWNED FIREARMS (POF)

IMPORTATION OF ANY/ALL FIREARMS IS PROHIBITED.(CH 05-DEC-2017 TCJ4-HB-PAC RB)

### a. HAND GUNS

See paragraph 7 above.

### b. RIFLES/SHOT GUNS

See paragraph 7 above.

### c. TOY RELATED GUNS

No Restrictions Identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Importation PROHIBITED.

## 8. PRIVATELY OWNED VEHICLES (POVs)

POVs should be containerized. GORF allows both 20 ft and 40 ft containers. (CH 05-DEC-2017 TCJ4-HB-PAC RB)

### a. POVs (includes data on prohibited vehicles, colors, etc.)

Driving is on the left side of the road in Fiji. Many people find it easier to drive a right-hand drive POV in Fiji. Accredited Diplomats may import a left-hand drive POV to Fiji. Importation of a left-hand drive POV for Non-Diplomats is PROHIBITED by the Government of Fiji. (CH 09-Nov-2021 TCJ9-OH-PAC RB) Any POV more than 5 years old upon importation, will only be allowed into Fiji if the customer agrees to export the POV at the end of tour. POVs over 5 years old upon importation CANNOT be sold in Fiji. The Fiji Government has granted an exception for

Electric/Hybrid POVs to less than 8 years. **POV SELECTION:** Both unleaded and diesel fuels are available. While there are some benefits to driving a Full-size SUV they are not absolutely necessary for use in Fiji. Sedans, minivans or mini-SUVs are adequate for travel. **SHIPPING A POV:** Be advised POVs MUST be thoroughly and professionally cleaned, including the undercarriage, prior to shipping. POV registration requires POVs be equipped with amber turn signal lights and red brake lights. Some US POVs have the brake and turn signal lights as one unit. This lighting system WILL NOT pass inspection in Fiji. Detailed information can be found on the Land Transport Authority of Fiji website: [www.lta.com.fj](http://www.lta.com.fj). If purchasing a POV from Japan, personnel must obtain an appraisal and approval from the Japan Export POV Inspection Center (JEVIC) before shipping the POV. The JEVIC appraisal includes proper documentation of POV ownership, structural and environmental integrity, and biosecurity contamination tests (radiation). More information can be found at [www.jevic.com](http://www.jevic.com). US car parts are not readily available in Suva, so Post urges you to make any adaptations to your POV prior to its arrival in Fiji. To register your POV, Post will need your driver's license, original title, commercial invoice, and proof of de-registration of the POV from the POV's last location. Customers who do not receive full diplomatic privileges (e.g. those customers considered to be "Administrative and Technical Staff") will be required to pay between US\$200 to US\$450 to register the POV. The actual amount will depend on engine size. **SHIPPING INSTRUCTIONS:** Please refer to the instructions above regarding sea freight. Locally-purchased POV customers should be aware if they decide to purchase a POV while in Fiji, they have two options:(1) buy a POV on the local market, or(2) buy a POV from abroad (usually Japan or Singapore), then import that POV into Fiji. Generally, used POVs on the local market are more expensive than POVs of similar make, model, age, and condition in the U.S. POVs purchased from abroad (e.g. from Japan) can be imported Duty Free when received in Fiji within 6 months of the customer's arrival. All age restrictions mentioned above apply to POV imports, as do the importation requirements also specified above. **POV SECURITY:** Anti-theft alarms, locking wheel hubs and other anti-theft devices are recommended for POVs. **SELLING A POV AT THE END OF TOUR:** All POV sales require pre-approval of the Ministry of Foreign Affairs (MFA), Fiji Customs and the Management Officer. Left-hand drive POVs, less than 5 years old at the time of importation into Fiji, may only be sold to another diplomat and will incur no VAT or Duty charges.

POVs sold on the local market will incur a prorated VAT (currently 9%) and Duty, which is calculated based on engine size (60 months minus the months the POV was used in Fiji). If the POV is over 5 years/60 months old at the time of sale, these charges will not apply. The age for Duty calculation is taken from the time a POV is first registered in Fiji. Upon transfer of ownership, 3 percent stamp Duty from the sale price of the POV is also collected; the buyer and seller agrees who pays. The Suva Embassy does NOT authorize self-drive of USG POVs while awaiting arrival of POV or rent official USG POVs to newcomers or other mission members. Rental POVs are locally available but rates are high.(CH 05-DEC-2017 TCJ4-HB-PAC RB)

## b. MOTOR CYCLES/MOPEDS

Shipment of motorcycles and mopeds are allowed. RSO and GSO caution on the use of motorcycles and mopeds in country due to the poor road conditions in Fiji. They are not conducive for these types of vehicles. Drivers in Fiji are not used to sharing the road with mopeds or motorcycles.(CH 05-DEC-2017 TCJ4-HB-PAC RB)

## c. GASOLINE/CATALYTIC CONVERTERS

Both leaded and unleaded gasoline is available.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Third party insurance is required and can be obtained locally. The Government of Fiji requires third-party liability insurance for all vehicles. Currently costs range between US\$100-US\$200 per year and must be purchased locally. The Embassy also recommends that you maintain both collision and comprehensive coverage; both available locally for most vehicles although some imported POVs may be difficult to insure with a local provider. Do not forget to insure your POV for the transit to Post and, if you plan to maintain US based collision and comprehensive coverage, please ensure that your insurance company will provide coverage for your vehicle while in Fiji.(CH 05-DEC-2017 USTCJ4-HB-PAC RB)

#### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Pornographic materials are prohibited.

#### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Detailed information can be viewed at: [www.biosecurityfiji.com.fj](http://www.biosecurityfiji.com.fj)(might not be accessible on a DoD computer)(CH 29-Feb-2016 SDDC-PAC RB)

#### 11. TRANSMITTING EQUIPMENT

No restrictions identified.

##### a. CBS

No restrictions identified however, equipment should be declared to include name of user and intended use.

##### b. AMATEUR/HAM RADIOS

No restrictions.

##### c. MARS EQUIPMENT

No restrictions.

##### d. DISH ANTENNAS

No restrictions.

##### e. CORDLESS PHONES

No restrictions.

#### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement or separation to Fiji should be counseled that all custom entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Fiji.

#### 13. OTHER

All shipments for customers NOT assigned to the US Embassy should use destination GBLOC MLNQ.



## General Instructions: FINLAND (FI)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) DOS arranged shipments: Contact VNDK, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" statusGSO Contract Information: HelsinkiWilliam Adkins AdkinsWT@state.govTel:358-40-6463496FSN Contact Information:Seppo Juurikkala juurikkalas@state.govTel:358-500-640062

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

Hard lift area for Army (UB only). Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

HHG, unaccompanied baggage, and POVs are cleared through customs by GSO, American Embassy, upon arrival.

### 3. CONSUMABLES



“No restrictions identified.”

#### a. ALCOHOLIC BEVERAGES

Importation in personal property is limited to five litres.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

“No restrictions identified.”

#### d. FOOD STUFFS AND MEATS

“No restrictions identified.”

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

“No restrictions identified.”

### 4. ELECTRICAL EQUIPMENT

“No restrictions identified.”

#### a. HOME COMPUTERS

“No restrictions identified.”

#### b. TVs/VCRs

“No restrictions identified.”

#### c. OTHER (i.e. COMPATIBILITY, ETC)

“No restrictions identified.”

### 5. FURTNITURE, OVERSIZED

“No restrictions identified.”

### 6. PETS/QUARANTINE

There is no quarantine period, but pets must have had a rabies shot. It needs to be over 30 days old but less than one year and a health certificate not older than 10 days.

### 7. PRIVATELY OWNED FIREARMS (POF)

Import permit is not required, but all firearms must be registered and licensed by the Ministry for Foreign Affairs.

#### a. HAND GUNS

"No restrictions identified."

#### b. RIFLES/SHOT GUNS

"No restrictions identified."

#### c. TOY RELATED GUNS

"No restrictions identified."

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"No restrictions identified."

### 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

Only one POV can be imported duty free for each family member with driver's license. POV's can be cleared through customs only after arrival of employee.

#### b. MOTOR CYCLES/MOPEDS

Motorcycles are considered POVs. Mopeds no restrictions.

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

#### a. CBS

Import permit is not required but owner must obtain a license from the Postal Service.

#### b. AMATEUR/HAM RADIOS

Importation is prohibited.

#### c. MARS EQUIPMENT

Import permit is not required but owner must obtain a license from the Postal Service.

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

Type must be approved by the Finnish Telecommunications Administration Center.

### 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Finland should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Finland.

### 13. OTHER

DOS Arranged ITBL Local Agents: Post: Helsinki Bureau: EURLocal Agents:3)Travelcargo International RemovalsAnsatie 401740 Vantaa, FinlandPOC: Tuomo RekolaTel: +358-50-3584146Tuomo.Rekola@travelcargo.fi1) Oy Victor Ek AbMalmin Kauppatie 8, 00700 Helsinki, FinlandPOC: Mr. Antti LindTel: 358 9 1251 370Email: antti.lind@victorek.fi2) Alfa Moving OyElimaenkatu 500150 Helsinki, FinlandPOC: Ellen WesterholmTel: 358-40-7722 556Fax: 358-207-731109Email: ellen.westerholm@alfamoving.com

## General Instructions: FRANCE (FR)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany, WKFS LRS CPPSO Ramstein.) DOS arranged shipments: Contact (VGDK, DOS) Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. Bordeaux: See Paris thibautcc@state.gov; See Paris; See Paris; See Paris; None Listed. Marseille: Farouk Khan KhanF42@state.gov; Tel: (33) 1 43 12 23 46. Marc Piffeteau; Laurence Boug PiffeteauML@state.gov; BougonL@state.gov; Tel: (33) 1 43 12 2775; (33) 491 Paris-Shipping@state.gov; ParisWebPASS-SHIPPING@state.gov; Tel: 33-1 43 12 28 83. tba; Tel: 33-1 43 12 27 75. None Listed.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

Hard lift area for Army (UB only). Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

1. Shipment of UAB direct to Paris CDG airport, HHE and POV either thru Le Havre, Marseille, France or Antwerp, Belgium. UAB, HHE and POV shipments can clear French customs prior to employees arrival at the condition the following is provided: - Packing list (UAB & HHE) - Copy of airwaybill for UAB (Ocean bill of Lading for HHE and POV) - Number of boxes and gross weight (UAB & HHE) - Copy of diplomatic passport ID page(UAB, HHE & POV) Certificate of non-cession dully signed (UAB & HHE)(You request this document by email or by phone) - Copy of current registration certificate (POV) UAB, HHE and POV shipments should be addressed as follows: American Embassy (name of member) 2 Avenue Gabriel 75008 Paris, France Notify GSO/Shipping upon arrival - Tel: 01.43.12.27.75 2. France requires a copy of commercial bill of lading and/or PPGBL as well as a packing list prior to receipt of shipment in order to initiate customs clearance. Failure to provide these advance documents will cause delays in clearing French Customs. Shipments can be cleared through customs prior to employee's arrival.

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

a. DOGS AND CATS: Less than 3 months old prohibited. No more than 3 animals (only one of which may be a puppy or a kitten). One of these requirements is for the completion of a form called a 'Certificat Sanitaire-Annexe 7,' to be completed in French by a veterinarian at the shipping point of origin. Form can be obtained by contacting the Embassy. Since few vets in the USA or in other non-French speaking countries can be expected to read French, GSO/Paris has done an informal translation of the document for you to provide to your vet to enable him/her to understand the questions. Be sure to have the answers completed on the original French form. Dogs and cats entering France are subject to the following regulation:

- Less than 3 months old prohibited.
- A certificate of good health issued between 3 and 5 days before entry into France.
- They must be identified with a microchip or an official tattoo.
- They must be vaccinated with an inactivated rabies vaccine (test results required.)
- The must be antibody tested through an official laboratory at least 30 days after the vaccination and 3 months prior to arrival. The test must be at least 0.5 international unit per milliliter.
- Form required: 'CERTIFICAT SANITAIRE' duly filled in and signed by an official veterinary at place of origin.

b. OTHER ANIMALS: Prohibited except on special authorization with special import permit obtained from the Ministry of Agriculture.

**7. PRIVATELY OWNED FIREARMS (POF)**

Military members must be registered first through the Ministry of Foreign Affairs before requesting the authorization to import firearms into country. Depending on the Classificatino of the firearm, member must obtain either special authorization from the Police Department or be registered with an official gun association for at least 6 months before a request can be made for importation into France. A French hunting/gun license is required. For further information contact the French Ministry, Director Generale Des Douanes et Droits, Indirects, 23 bis rue de Universite 75700 Paris RP, ATTN: Bureau E/2, tele: (33) 1-44-74-46-80 or FAX (33) 1 44-74-45-85.

**a. HAND GUNS**

"No restrictions identified."

**b. RIFLES/SHOT GUNS**

"No restrictions identified."

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

“No restrictions identified.”

## 8. PRIVATELY OWNED VEHICLES (POVs)

EFFECTIVE 1 JULY 2012: Breathalyzer kits in all motor vehicles, this includes Electrical vehicles are mandatory. Fines begin on November 1st. Check this site [www.ethyloctest-alcotest.com/](http://www.ethyloctest-alcotest.com/) DoD EM Status Vehicle Procedures DoD members not assigned to France in a diplomatic status will be categorized in the Emplois en Mission (EM) status. This includes all PEP personnel and students. The French government has established the following restrictions for importing vehicles. A. Vehicles over 4 years old (and then every 2 years) are required to have the standard inspection (controle technique). The inspection through a commercial garage costs approximately 85 Euros. If required, there may be some technical maintenance/body work required to pass the inspection requirements. As of August 2010, all non-conforming vehicles (vehicles not manufactured in Europe) will be required to clear a more thorough inspection. The process requires that you get a statement from the manufacturer, also known as the certificate de conformit, reporting all of the modifications required on the vehicle to meet French standards. Depending on the manufacturer, the costs for this report are usually between 100 and 150 Euros. The costs of the modifications could be expensive in both parts and labor. After the modifications are completed, the French Administration, DRIRE, will inspect the vehicle for approval. The cost of this inspection is approximately 70 Euros. The entire process could take up to one year to complete. The final registration for the vehicle will be 75.50 Euros and license plates are 34 Euros. The Defense Attaché Office strongly discourages PEP personnel, students, or any other non-diplomatically titled personnel PCSing to France from shipping a personal vehicle due to the lengthy, costly and complicated bureaucratic registration process. You should request Non-Temp Vehicle storage Questions may be directed to Jacques Ple at [plejm@state.gov](mailto:plejm@state.gov) or Marc Piffeteau at [piffeteauml@state.gov](mailto:piffeteauml@state.gov)

### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) Depending on status, members are entitled to import and register one or two vehicles duty-free in France, however, only one POV can be shipped at Government expense. (2) Members registered on the diplomatic list with at least one dependent (non French) over 18 years old can register two cars in the Diplomatic series. (3) Members on the administrative and technical list can register one vehicle only. (4) Automobiles must be owned by members prior to importation, and a current ownership title and registration certificate (in the name of the employee assigned to France) are required.

### b. MOTOR CYCLES/MOPEDS

EFFECTIVE 1 JULY 2012: Breathalyzer kits in all motorcycles and mopeds. Only mopeds (not exceeding 50 cc and 45 km/h) are exempt from this requirement. Fines begin on November 1st. Check this site [www.ethyloctest-alcotest.com/](http://www.ethyloctest-alcotest.com/) Motorcycles and mopeds are considered POVs. Motorcycles/mopeds may be shipped as part of the HHG's shipment. Title and valid registration must be provided in order to register the motorcycle/moped.

### c. GASOLINE/CATALYTIC CONVERTERS

“No restrictions identified.”

### d. INSURANCE AND SAFETY REQUIREMENTS

A third party liability insurance through a company represented in France is compulsory.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“No restrictions identified.”

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“No restrictions identified.”

## 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

### a. CBS

“No restrictions identified.”

### b. AMATEUR/HAM RADIOS

“No restrictions identified.”

### c. MARS EQUIPMENT

“No restrictions identified.”

### d. DISH ANTENNAS

“No restrictions identified.”

### e. CORDLESS PHONES

“No restrictions identified.”

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to France should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of France.

## 13. OTHER

DOS Arranged ITBL Local Agents: FrancePost: Bordeaux Bureau: EURLocal Agents:See  
ParisPost: Lille Bureau: EURLocal Agents:Post: Marseille Bureau: EURLocal Agents:1)  
Gosselin Worldwide MovingBelcrownlann 232100 Deurne/Antwerp, BelgiumPOC: Werner  
AlbrechtsTel: (32) 33 605 604Email: wernerA@gosselin.be2) Provence Services94  
chemin du Littoral13015 Marseille, FrancePOC: Benoit BoulaisTel: (33) 491 095 030Fax:  
(33) 491 095 039Email: b.boulais@provenceservices.comPost: Paris Bureau: EURLocal  
Agents:SIRVA – Contactperson: Nathalie HenenbelleAddress: 1 rue du 1 er Mai, 92752  
Nanterre Cedex,FranceTEL: +(33) 1 47 92 45 70 - E-  
mail:Nathalie.Henenbelle@sirva.comGROSPIRON – Contact person:Mr. Morgan



LedouxAddress: Z.I. du Coudray, 30/32 Avenue AlbertEinstein,93150 Le Blanc Mesnil,  
FranceTel: +(33) 1 48 14 41 79 - E-mail:m.ledoux@grospiron.comNEER SERVICE FRANCE –  
Contact person: Mr.cedric ZIBIAddress: 17 Avenue des Morillons - 95140 Gargesles Gonesse,  
FranceTel: +(33) 1 34 45 50 30 - E-mail:cedricz@neerservice.frPROVENCE SERVICES –  
Contact person:Mr. Christian DALLAPORTAAddress: 94 Chemin du Littoral - 13015  
Marseille,FranceTel: +(33) 4 91 09 50 31 - E-  
mail:c.dallaporta@provenceservices.comGOVERNMENT LOGISTICS NV – Contact  
person:Mr. Stephan GEURTS JrAddress: Belcrownlaan 23, 2100 DEURNE,BELGIUMTel:  
+(32) 3 360 55 00 - E-mail:StephanJr@govlog.bePost: Strasbourg Bureau: EURLocal  
Agents:See ParisMarseilleFarouk Khan KhanF42@state.govTel: (33) 1 43 12 23  
46Marc Piffeteau; Laurence Boug PiffeteauML@state.gov;BougonL@state.govTel: (33) 1  
4312 2775; (33) 491Paris-Shipping@state.gov

## General Instructions: FRENCH GUIANA (GF)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

**b. CIGARETTES/TOBACCO PRODUCTS**

"No restrictions identified."

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No Restrictions Identified.

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"No restrictions identified."

**a. HAND GUNS**

"No restrictions identified."

**b. RIFLES/SHOT GUNS**

"No restrictions identified."

**c. TOY RELATED GUNS**

"No restrictions identified."

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"No restrictions identified."

8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

11. TRANSMITTING EQUIPMENT

"No restrictions identified."

a. CBS

"No restrictions identified."

b. AMATEUR/HAM RADIOS

"No restrictions identified."

c. MARS EQUIPMENT

"No restrictions identified."

d. DISH ANTENNAS

"No restrictions identified."

**e. CORDLESS PHONES**

“No restrictions identified.”

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to French Guiana should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of French Guiana.

**13. OTHER**

None.

## General Instructions: FRENCH POLYNESIA (PF)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.



d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

# General Instructions: FRENCH SOUTHERN AND ANTARCTIC LANDS (TF)

## 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

### a. WEIGHT RESTRICTIONS

No restrictions identified.

### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

### c. HARD LIFT AREA

No restrictions identified.

### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

## 3. CONSUMABLES

No restrictions identified.

### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: GABON (GA)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Listing: Libreville Mark Ananka Anankamj@state.gov +241 011 45 71 FSN Contact Listing: Livia Mbang; Kassanault Buss Libreville shippingandcustoms@state.gov +241 011 45 71 00 Group Email: GSOLIBREVILLE@state.gov

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

No Restrictions Identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD and DOS For: Libreville, Gabon JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Addis Ababa, Ethiopia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR A. Uniformed Service Member 1. A member is

authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. Libreville, Gabon

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

"No restrictions identified."

### 7. PRIVATELY OWNED FIREARMS (POF)

"No restrictions identified."

a. HAND GUNS

"No restrictions identified."

b. RIFLES/SHOT GUNS

"No restrictions identified."

c. TOY RELATED GUNS

"No restrictions identified."

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"No restrictions identified."

8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

11. TRANSMITTING EQUIPMENT

"No restrictions identified."

a. CBS



"No restrictions identified."

#### b. AMATEUR/HAM RADIOS

"No restrictions identified."

#### c. MARS EQUIPMENT

"No restrictions identified."

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

No Restrictions Identified.

### 13. OTHER

ITGBL Local Agents:GabonPost: Libreville Bureau: AFLocal Agents:AGS GabonZ.I.  
OwendoB.P. 9161Libreville, GabonPOC: Duret Bernard, DirectorTel: +241 077 57 96 70 /  
+241 0775775 49Fax: 241 70 41 56Email: directiongabon@agsdemenagement.com

## General Instructions: GAMBIA, THE (GM)

### 1. SHIPMENT INSTRUCTIONS

For DOS arranged moves. Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. Banjul Matthew R Gribbin GribbinMR@state.gov + 220 438 1313 +220 796 0903FSN Contact Information: Pa Modou Jeng JengP@state.gov (220) 439-2856x2110 Group Email: BanjulTravelShipping@state.gov

#### a. WEIGHT RESTRICTIONS

No Restrictions Identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

No Restrictions Identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No Restrictions Identified.

### 3. CONSUMABLES

DOD and DOSJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Banjul, The Gambia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of

suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

No Restrictions Identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No Restrictions Identified.

#### c. COSMETICS

No Restrictions Identified.

#### d. FOOD STUFFS AND MEATS

No Restrictions Identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No Restrictions Identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No Restrictions Identified.

#### b. TVs/VCRs

No Restrictions Identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No Restrictions Identified.

### 5. FURTNITURE, OVERSIZED

No Restrictions Identified.

### 6. PETS/QUARANTINE

No Restrictions Identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No Restrictions Identified.

**a. HAND GUNS**

No Restrictions Identified.

**b. RIFLES/SHOT GUNS**

No Restrictions Identified.

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No Restrictions Identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No Restrictions Identified.

**b. MOTOR CYCLES/MOPEDS**

No Restrictions Identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No Restrictions Identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No Restrictions Identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No Restrictions Identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No Restrictions Identified.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

No Restrictions Identified.

**b. AMATEUR/HAM RADIOS**

No Restrictions Identified.

**c. MARS EQUIPMENT**

No Restrictions Identified.

**d. DISH ANTENNAS**

No Restrictions Identified.

**e. CORDLESS PHONES**

No Restrictions Identified.

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Gambia, The should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Gambia, The.

**13. OTHER**

ITGBL Local Agents:GambiaPost: Banjul Bureau: AFLocal Agents:Mendy's Clearing5 Mam John StreetNew Jeswang, KSMDBanjul, The GambiaPOC: John MendyTel: +220 7857671 / 9788883johnmendys1@gmail.com1) AGS Frasers Gambia59 Mamadi Manjang HighwayPMB 422 Serekunda Post OfficeKanifing, The GambiaPOC: Koffi Mawuena WoeledziContact email: koffi.woeledzi@agsglobalsolutions.comEmail address for US agentcontact: ITGBLAfrica@agsmovers.comTel: 220 437 2683Fax: 220 437 25242) Edgar Holdings Ltd.5 Liberation AvenueP.O. Box 143Banjul, The GambiaPOC: Stephan Banna, DirectorTel: 220 422 6494Fax: 220 422 7408Email: edgar@mail.gm3) North Transport17 Picton StreetP.O Box 220Banjul, The GambiaPOC: Modou Lamin JammehTel: +220 9904031 / 7994031NorthTransport <north1transport@gmail.com

## General Instructions: GAZA STRIP (XG)

### 1. SHIPMENT INSTRUCTIONS

Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

**b. CIGARETTES/TOBACCO PRODUCTS**

"No restrictions identified."

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

Importation is prohibited.

**a. HAND GUNS**

Importation is prohibited.

**b. RIFLES/SHOT GUNS**

Importation is prohibited.

**c. TOY RELATED GUNS**

Importation is prohibited.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

Importation is prohibited.

**8. PRIVATELY OWNED VEHICLES (POVs)**

“No restrictions identified.”

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

“No restrictions identified.”

**b. MOTOR CYCLES/MOPEDS**

“No restrictions identified.”

**c. GASOLINE/CATALYTIC CONVERTERS**

“No restrictions identified.”

**d. INSURANCE AND SAFETY REQUIREMENTS**

“No restrictions identified.”

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

Importation is prohibited.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

“No restrictions identified.”

**11. TRANSMITTING EQUIPMENT**

“No restrictions identified.”

**a. CBS**

“No restrictions identified.”

**b. AMATEUR/HAM RADIOS**

“No restrictions identified.”

**c. MARS EQUIPMENT**

“No restrictions identified.”

**d. DISH ANTENNAS**

“No restrictions identified.”



e. CORDLESS PHONES

"No restrictions identified."

12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

No Restrictions Identified.

13. OTHER

No Restrictions Identified.

## General Instructions: GEORGIA (GE)

### 1. SHIPMENT INSTRUCTIONS

Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Due to a local peculiarity of customs procedures all personal effects and POV's are highly recommended to be scheduled to arrive in Tbilisi after employee's accreditation at the post is completed. Service member/civilian employee must report to the Administrative Assistant immediately upon arrival to start accreditation formalities. It usually takes two weeks to obtain Diplomatic or Service card issued by MFA of Georgia, a copy of which is strictly required by local customs for shipment clearance. Absence of Diplomatic/Service card causes major difficulties and delays with customs clearance of personal belongings, and delay delivery of property.

### 3. CONSUMABLES

DOD and DOS For: Tbilisi Georgia JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Tbilisi Georgia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Import of medicines/medical supplies into Georgia requires obtaining of license and certificate, or separate permission from the local Ministry of Health, which is difficult to obtain. Recommend medicines be sent through the diplomatic pouch. If diplomatic pouch shipment is impossible, fax to GSO Shipping section a list with detailed description of medicines/medical supplies including manufacturer information, and copy of the commercial invoice with total value of the shipment. Two weeks advance notification is required for medicines/medical supplies destined for the Embassy/USG employees internal use.

### 4. ELECTRICAL EQUIPMENT

Primary power in Georgia is 220V/50HZ.

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

## 5. FURTNITURE, OVERSIZED

"No restrictions identified."

## 6. PETS/QUARANTINE

Pets may be brought to Georgia. They must have a current health certificate verifying completion of required vaccinations, specifically rabies, not less than 30 days prior to travel date. Pet's will be inspected at the airport by the Georgia Veterinary Control Service. Expect to pay 40 GEL (about \$20.00) per animal for inspection and registration. Pet's without valid shots must be exported back on the same flight or animal will be placed into quarantine and a penalty of 130 GEL will be charged.

## 7. PRIVATELY OWNED FIREARMS (POF)

Shipment of firearms is prohibited except in the case of military necessity. Contact sponsor for further information.

### a. HAND GUNS

" Importation is prohibited."

### b. RIFLES/SHOT GUNS

"Importation is prohibited."

### c. TOY RELATED GUNS

"Importation is prohibited."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is prohibited."

## 8. PRIVATELY OWNED VEHICLES (POVs)

a. POV shipping/alternative transport: Many Americans ship a POV to post. ITGBL shipping has reduced transit time from the United States to just over 45 days (vehicles that transit ELSO may take as long as three months--check with GSO shipping before you ship your vehicle). Roads in Tbilisi have improved recently, but many remain in bad condition, especially outside the capital. Some personnel have sedans. When choosing a vehicle you may wish to bear in mind that driving conditions in Georgia can be somewhat chaotic, creating higher frequency of vehicle accidents. b. European and Japanese vehicles are widely available at prices somewhat higher than in the United States. Some US made cars are also available for purchase. It is also possible to hire a car and driver for approximately \$650 a month (though due to inflation these rates are subject to change). Less expensive new and used local (mostly Russian) vehicles, suited to the roads and conditions in Georgia, are also available. c. An increasing number of major international auto companies are opening local dealerships in Tbilisi. Most repair parts and local dealer mechanics are now available for Audi, BMW, Ford, General Motors (Opel), Honda, Hyundai, KIA, Mercedes-Benz, Mitsubishi, Renault, Toyota, Nissan, Volkswagen, Ford,

Jeep, and Volvo. Keep in mind that some models of these manufacturers that are sold in the United States may not be available in Georgia, and parts often have to be imported for them (which could require several weeks). Please ask GSO if you have any questions about a particular model. d. If you decide to ship a POV, you may also want to include some filters, motor oil, belts, wiper blades, and similar parts in your HHE. These are also available locally, but generally at higher prices than in the United States. Also, Dunlop, Goodyear, Pirelli, Michelin, and Bridgestone tires in common sizes are easily available locally at higher prices than in the United States. Anti-theft devices such as the club and/or an alarm (this can also be purchased and installed locally) are recommended. e. When importing a vehicle into Georgia, please send, ahead of your arrival, a scanned copy of your vehicle's title or certificate of origin. Post cannot clear your POV without it, and if the vehicle arrives ahead of the employee, the vehicle may incur unnecessary demurrage charges.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

The new Georgian law taking effect January 1st, 2024. With only a couple exceptions, effective from January 1st, it will be impossible to import vehicles manufactured before 2013. The only exceptions are to a few vehicles manufactured in Australia, Singapore, Russia, and the United Arab Emirates. If vehicle fits one of these rare circumstances, please contact us at [tblshipping@state.gov](mailto:tblshipping@state.gov) and we will try to verify that the vehicle qualifies for the exception.

#### b. MOTOR CYCLES/MOPEDS

Motorcycles can be shipped as part of HHE only if the unit model and VIN will be clearly indicated on the shipping documents. They are classified as a transport facility in Georgia and require documentation and registration same as a car.

#### c. GASOLINE/CATALYTIC CONVERTERS

Lead-free gasoline is readily available.

#### d. INSURANCE AND SAFETY REQUIREMENTS

POV owners must purchase third party liability (TPL) insurance providing at least \$75,000 in coverage. GSO motor pool can assist you in purchasing TPL insurance through a local insurance company. In order to ensure that all USG employees meet this requirement, you will need to provide proof of excess third party liability insurance valid in Georgia for a minimum of \$75,000 before GSO will issue your license plates and turn your POV over to you. It is strongly recommended that you obtain comprehensive insurance on your own vehicle and supplementary liability coverage to ensure that you and whoever else may drive your vehicle are adequately covered. GSO motor pool can help you purchase such insurance locally, or you can choose to use an international insurance company based in the U.S.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is prohibited."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

## 11. TRANSMITTING EQUIPMENT

High frequency radio communications equipment requires registration/permission for import by Georgian National Communications Commission. GSO Shipping section requires two weeks advance notification. Provide GSO Shipping section two weeks advance notification of shipment by providing copy of the packing list of the shipment, copy of the invoice, and a memo specifying required frequency range, radio equipment use purpose and area, manufacturer data, and exact installation location of transmitters, antennas, satellite dishes, and related devices. Contact GSO for additional information.

### a. CBS

Special permission required.

### b. AMATEUR/HAM RADIOS

Special permission required.

### c. MARS EQUIPMENT

Special permission required.

### d. DISH ANTENNAS

Special permission required.

### e. CORDLESS PHONES

“No restrictions identified.”

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation, or relocating dependents to Georgia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Georgia.

## 13. OTHER

GSO: Anna Kosinska [kosinskaka@state.gov](mailto:kosinskaka@state.gov) FSN info: Irine Bakanidze [Bakanidzei@state.gov](mailto:Bakanidzei@state.gov)

Group Email: [tblshipping@state.gov](mailto:tblshipping@state.gov)

## General Instructions: GERMANY (DE)

### 1. SHIPMENT INSTRUCTIONS

DOD Arranged moves: GBLOC: WKFS/ GBLOC: WKAS. Please be advised there are only two CPPSOs that manage shipments destined to/ from Germany. Ramstein CPPSO (WKFS) and European CPPSO-Kaiserslautern (WKAS). Note: Firearms are strictly prohibited. Except the owner holds a German weapons card. Which is very rare. Before allowing any shipper to ship their firearms, please contact the destination CPPSO. We are experiencing an increase in shipments Mis-routed to incorrect GBLOC. Mis-routing causes delivery delays and inconveniences customers. Counselors should carefully review customer orders and shipping documents, access the correct GLBOC details located in this PPCIG, and route shipments according to the correct APO#-UNIT-BASE or POST. Note: There are Two ARMY posts named "PANZER KASERNE in Germany. PANZER in Stuttgart, Which is supported by GBLOC: WKAS and PANZER in Kaiserslautern. Which is supported by WKFS. Please ensure to route shipments according to the correct GBLOC. APOS SERVING GBLOC: WKFSKAISERSLAUTERN:09003, 09004, 09009, 09012, 09021, 09054, 09068, 09090, 09094, 09136, 09138, 09142, 09180, 09186, 09211, 09227, 09263, 09067, 09028 SPANGDAHLEM:09123, 09125, 09126 UNITED ARAB EMIRATES:09304, 09801, 09825, 09837, 09844, 09853 LAJES FIELD:09720 PAPA HUNGARY:09745 ROMANIA:09749 CYPRUS:09818, 09836 DOS arranged shipments: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." OS arranged shipments: Contact DOS. 1) AIR FORCE PERSONNEL: (a) Accompanied tours: Full JTR weight allowance for all areas. (b) Unaccompanied tours: Enlisted E-5 and above, and officers are authorized full JTR. E-4 and below are normally authorized only UB allowance or 10 percent of full JTR. Exceptions to this policy may be authorized under AFI 24-501/JTR, APP W. Also refer to Attachment 2, Table A2.1, Rule 1, Item D, and Table A3.1 for reference to the Overseas Furnishings and Quarters Availability listing and procedures to request additional weight if applicable. (c)

Unaccompanied tours where Air Force personnel will be living on Army operated installations: The Orders issuing officials (AFPC) should contact each gaining Army installation prior to placing orders to confirm current installation policy for assignment by rank and whether a barrack non availability statement will be issued when the inbound Air Force members arrives. Based on this info, orders shall specify household weight shipment authority. For more information AF members are encouraged to refer to the Army Web <https://www.housing.army.mil/>. This Army web page will also reference information in the Army Handbook. These individual checks will be in Air Force member's best interest to ensure the member knows that most E-1 through E-6 will be placed into the barracks and this is applicable to all services stationed to an Army operated installation.(d) For those individuals assigned to/or living on an Air Force Installation, please refer to AFI 32-6001 for additional pet restrictions. (2) ARMY PERSONNEL: (a) Accompanied tours: Full JFTR weight allowance for all areas. b) Unaccompanied Tours: Full JTR weight allowance is authorized for all areas; however, it is STRONGLY recommended that single/unaccompanied personnel ship no more than 25% (net) of their authorized weight allowance, including UB Transportation. Unaccompanied housing, including barracks rooms, are small and generally cannot accommodate HHG greater than 25% of the authorized weight allowance. Soldiers should be briefed that NTS government facilities are not available in Europe and excess HHG should be stored at a CONUS NTS facility prior to their arrival. Soldiers are financially responsible for storing all excess HHG that cannot fit into their assigned government quarters. Excess HHG will not be shipped back to CONUS. Soldiers should contact the housing office at their gaining duty station or their sponsor to request information on unaccompanied housing prior to making arrangements to ship HHG. (c) Single/unaccompanied officers and personnel in grades of E7 through E9: Assigned to the following APO numbers in the Kaiserslautern area are authorized full JFTR weight allowance: 09009, 09012, 09021, 09054, 09180,09227 and 09263.DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Customs clearance is arranged by designated officers at military terminals and by the receiving TMO on ITGBL shipments moving through commercial ports of entry. Identification of shipments for active duty US Forces is a prerequisite to import. Inspection may be made to determine goods are properly described and do not contain contraband. Documents on shipments for retired or separated personnel moving by PPGBL must be conspicuously marked with the words "RETIREMENT SHIPMENT" or "SEPARATION SHIPMENT" as applicable. Advise these personnel all customs and entry requirements remain a personal responsibility. Form 302 is required to clear European customs please refer to the Ref: United States European Command (USEUCOM), Part V, Chapter 510 ([ustranscom.mil](mailto:ustranscom.mil)) Personal Property: All DoD Personal Property HHG, Unaccompanied Baggage/POV shipments will be cleared via U.S. Forces Form 302. The commercial carrier will



provide the CBL, arrival notification with goods number, and supporting shipment documentation to effect Host Nation tax-free clearance.

### 3. CONSUMABLES

“No restrictions identified.”

#### a. ALCOHOLIC BEVERAGES

“No restrictions identified.”

#### b. CIGARETTES/TOBACCO PRODUCTS

“No restrictions identified.”

#### c. COSMETICS

“No restrictions identified.”

#### d. FOOD STUFFS AND MEATS

“No restrictions identified.”

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Private individuals to include personnel holding status under the NATO SOFA and the supplementary agreement are prohibited from introducing into Germany (in unaccompanied baggage or mail channels) any drugs or substances whose sale outside a pharmacy is prohibited by the German Pharmaceutical Law. Such drugs/substances can be imported only when in accompanied baggage and prescribed by a physician.

### 4. ELECTRICAL EQUIPMENT

“No restrictions identified.”

#### a. HOME COMPUTERS

“No restrictions identified.”

#### b. TVs/VCRs

“No restrictions identified.”

#### c. OTHER (i.e. COMPATIBILITY, ETC)

“No restrictions identified.”

### 5. FURTNITURE, OVERSIZED

Government and economy living quarters are generally smaller than those in CONUS. Economy housing in Germany, Italy or Belgium may accommodate more HHG than government quarters, but are still smaller than homes and apartments in the United States. Many have narrow doorways and tight stairwells that cannot accommodate furniture that would fit easily into an American home. Service members/Civilians shipping large items such as king and/or queen size box springs and mattresses, oversized sofas, or other large furniture items that cannot be disassembled, may encounter problems when residing in government or economy housing due to narrow stairwells. Washers, dryers, ranges, refrigerators, kitchen cabinets, and wardrobes are furnished for government and economy quarters so these items should be placed in Non-temporary storage (NTS) in CONUS and not shipped to Germany, Italy or Belgium. There is no NTS in Europe. Therefore, HHG shipped in excess of what will fit, or is too large to be placed in the Soldiers/Civilians living quarters cannot be stored at government expense. Storage will be at the Soldiers/Civilians expense as the Joint Travel Regulation does not allow reshipment back to CONUS for placement into NTS.

## 6. PETS/QUARANTINE

Standards laid out in the following document address requirements for shipping dogs, cats, and ferrets from the United States. PLEASE NOTE: Ferrets are not accepted as pets for movement on AMC military or commercially contracted aircraft. If you require information on shipments for ferrets or other exotic pets please contact your local USDA field office. 1. Importing dog and cat food that includes animal products (such as meat, milk, cheese, or yoghurt) is prohibited. Food [containing animal products] that is brought into the EU will be confiscated and disposed of. 2. Pit bull terriers, American Staffordshire terriers, Staffordshire bullterriers and bull terriers, or crossbreeds among them or with other breeds must not be brought into Germany regardless of any provisions established by individual German Federal States. a) The decision of whether or not a dog belongs to one of the breeds listed will be exclusively based on the appearance of the dog. b) Bringing a dog of the above-mentioned breeds or crossbreeds among them and with other breeds into Germany may be punished with imprisonment of up to 2 years or a fine. c) The different German Federal States have established additional provisions. Therefore, [the person responsible for the dog] must also review whether or not keeping a dog of a certain breed will be allowed in the respective German Federal State. NOTE: For the remainder of this document the term pet or pets refers to dogs and cats only. ATTENTION: An examination fee of 55 Euro per pet will be implemented February 1, 2013, for all non-EU citizens who import a pet into the country. A. Quarantine Period - There is no quarantine period for pets entering Germany. B. Identification (Via standard electronic identification system with a read-only passive radio frequency identification device known commonly as a transponder Microchip): (1) Complies with ISO standard 11784 and 11785 (2) Where the microchip does not comply with ISO standard 11784 or 11785, the owner or the natural person responsible for the pet on behalf of the owner must provide the means necessary (Microchip Reader/Wand) for reading the non-ISO compliant microchip at the time of inspection (3) The microchip must be implanted before the primary rabies vaccination or valid rabies booster is given to the pet before traveling: a) Primary Rabies Vaccine - This is the first rabies vaccination a pet ever receives; for EU countries this also applies to the first rabies vaccine given after the microchip was implanted; that is, rabies vaccinations received prior to the pet being microchipped are NOT recognized by the EU. b) Valid Rabies Booster - This is a rabies booster that was given to the pet before the previous (Either the primary rabies vaccine or another rabies booster) rabies vaccination expired C. Rabies Immunization:

(1) Please refer to "<http://www.aphis.usda.gov/regulations/vs/iregs/animals/> (Enter the

destination country you will be residing in under "Search APHIS") (2) Pets less than three months of age coming from the United States may not always require the rabies vaccination IF:

(a) These pets have pre-authorization from the EU member state BEFORE entering the country

(3) Any one year dose or three year dose rabies vaccine is valid as long as it is a U.S. approved vaccine, and was administered according to the manufacturer's specifications (for instance, a vaccine labeled for 1 year use cannot be utilized as a 3 year vaccine) (4) A valid rabies vaccine must occur after the animal has been microchipped to be valid for entry into an EU member state

(5) At least 21 days must have elapsed between the completion of the primary rabies vaccination (as specified above) and before the pet enters the EU member state. (a) However, if the animal received a valid rabies booster - - 21 days does not have to elapse before travel. (6) If a pet has received a non-ISO compliant microchip and then received a valid rabies vaccination with 21 days having elapsed since that vaccination and entering the EU member state; they: (a) Do not require implantation of another ISO compatible microchip, but are required to carry with them a microchip reader/wand capable of reading the non-ISO compatible microchip implanted in their pet (b) Do not require administration of another rabies vaccination before traveling as long as the rabies vaccination received is still valid (c) Can have an ISO compatible microchip implanted in their pet so they do not have to carry the reader/wand with them 1. If they get this ISO compatible microchip implanted, they do not have to receive another rabies vaccination following this second microchip implantation. They are only required to document both chips on the required forms with their implantation dates D. Documentation (Verify the correct required documentation with your local USDA office): (1) APHIS Form 7001 (Nov 2010) Acquired from any Army veterinarian, local veterinarian or USDA office (a) Valid for only 30 days after issuance 1. Timeframe the form is valid can be shortened per the requirements of the Airline the service member is traveling on (b) Requires certification by a USDA Accredited Veterinarian, Army Veterinarian, or GS 0701 Veterinarian before travel (c) This form is not required to enter the European Union (EU)1. However, it's highly recommended that service members acquire this form before travel from their on-base Army veterinarian to preclude the following: a. If a member flies on a commercial carrier they may be required to have this form b. If a member is scheduled to fly Patriot Express and somehow has to divert to a commercial carrier, having this form in advance alleviates last minute costs (\$200) or delays 2. This form is not required to travel on Patriot Express (2) EU Non-Commercial Pet Form (Bilingual Health Certificate) (a) For "Pets Dog, Cats, and Ferrets" destined to Germany, see link Under Pets heading Pets Dog, Cats, and Ferrets) Please refer to "<http://www.aphis.usda.gov/regulations/vs/iregs/animals/> (Enter the destination country you will be residing in under "Search APHIS") (b) Valid for 10 days to enter European Union and 4 months once inside the European Union 1. Timeframe the form is valid can be shortened per the requirements of the Airline the service member is traveling on (c) Requires certification by a USDA Accredited Veterinarian, Army Veterinarian, or GS 0701 Veterinarian before travel E. Helpful Hints: (1) As soon as you know you are going to travel and no later than 22 days prior to travel, get your pet microchipped first and then vaccinated for rabies if you have not already done so. Remember: A VALID RABIES VACCINE MUST OCCUR AFTER THE MICROCHIP IS IMPLANTED

(a) This will ensure the required 21 days has elapsed post vaccination prior to travel (2) When completing your required documentation (before you mail the forms or travel to your local USDA office to get them certified, if not using your on base Army veterinarian), fax or over-night ship them to your local USDA office to ensure they are filled out correctly before traveling to their office

(a) This will ensure you do not waste travel time or postage only to have to redo the paperwork

(3) Many overseas bases have a full-time veterinarian on staff as well as commercial veterinarians available on the economy (a) Most bases require pets to be registered with the base veterinarian after arrival. Check with base veterinarian for details(4) The pet cage or carrier (See carrier shipping rules for correct cage dimensions based on pet size) used for shipping the pet must be labeled with the owner's name, pet's name, owners (or nominated persons) address, contact number and contact number at the final destination.(5) Since 21 Apr 2001, Germany has had a law in place prohibiting importation of certain dog breeds regarded as dangerous. For more information consult

[http://www1.zoll.de/english\\_version/a0\\_passenger\\_traffic/e0\\_vub/h0\\_dangerous\\_dogs/index.html](http://www1.zoll.de/english_version/a0_passenger_traffic/e0_vub/h0_dangerous_dogs/index.html).

You may also contact the base veterinarian at your destination.F. Unauthorized Pets:The import of Pit bull Terriers, American Staffordshire Terriers, Staffordshire Bull Terriers and their crossbreeding is prohibited. G. Fees: (1) The USDA form certification fee (approximately \$70+, plus any shipping and handling if by mail) (2) Transporting pets to and from the PCS destination is at the member's expense and cost is based on the size of the pet being transported. Connecting flights may have fees in addition to AMC fees from BWI. (3) EFFECTIVE 1 February 2013, The fee for the import examination is 55 Euro. (4) All pet requirements are at the member's expense

## 7. PRIVATELY OWNED FIREARMS (POF)

Note: Privately owned firearms are strictly prohibited. Except the owner holds a German weapons card. Which is very rare. Before allowing any shipper to ship their firearms please contact the destination CPPSO.Note: Firearms issued to General or Flag officers, are not considered POFs. Code J is the preferred code of service. Transportation officers should ensure the destination (C) PPSO or the USTRANSCOM Europe representative is contacted to assist with tracking the movement. Direct communicate between origin and destination offices is Paramount to a successful entry. To avoid the possibility of German criminal prosecution for unauthorized possession of weapons or the possibility of punishment under the Uniform Code of Military Justice, privately owned firearms will not be included in household goods/unaccompanied baggage shipments, hand carried, or transported in luggage to Germany unless the owner possesses a valid German Weapons Possession Card (Waffenbesitzkarte) specifically listing those firearms. Antique POFs manufactured during or before 1898, and single-shot black powder POFs are not required to be registered with the German authorities, and may be shipped or transported in luggage to Germany. Headquarters, USAREUR and German Federal Ministry of the Interior are developing procedures to enable military and civilian personnel assigned to Germany and their dependents to obtain these cards through the USAREUR Central Registry. Members who have in their possession Waffenbesitzkarte from a previous assignment in Germany are authorized to ship POFs, as long as the Waffenbesitzkarte covering the POFs to be shipped has not expired. Copy of the Waffenbesitzkarte must accompany shipment. Update: German Zoll (Customs)Weapons and ammunition.The German Weapons Act covers firearms, similarly classified items, certain portable items, and ammunition

(Annex 1 Part 1 Weapons Act). The transfer or carriage of weapons from a non-EU country. Transfer means the transportation of a weapon or ammunition across a border with the intention of leaving it abroad or changing its ownership (through sale, for example). Note The transfer of firearms and ammunition from a non-EU country always requires prior authorization. Carriage means bringing firearms and ammunition temporarily across a border with the intention of using them abroad (in a competition, for example) but without relinquishing possession of them. Note You always need the appropriate license if you wish to bring firearms or ammunition into Germany from a non-EU country. Such a license must have been issued by the competent German weapons authority prior to the transfer or carriage of the items into Germany. The requirement also applies to any weapons that you may have had with you when exiting Germany. Should you intend to transfer or take firearms and ammunition to Germany you would be well advised to inquire about the current regulations in good time ahead of your journey.

**Prohibited weapons and ammunition** You should be aware of the fact that the movement or transfer into Germany of weapons that are freely available abroad is only permitted under certain conditions or may be banned. The illegal transfer or movement of firearms and ammunition into Germany is punishable with imprisonment for up to five years, and, in particularly serious cases, for up to ten years. Weapons and ammunition banned under Annex 2 Part 1 of the Weapons Act include: fully automatic firearms (submachine guns and automatic rifles) butterfly knives, fist knives, flick knives steel rods, clubs, and knuckledusters star-shaped discs (throwing stars) unless designed solely for decoration, that is, not presenting any hazard of inflicting injury choking weapons (known as nunchakus or soft nunchakus) precision catapults, and associated wrist supports and similar devices replacement magazines intended for firearms and magazine boxes for replacement magazines: for centrefire ammunition handguns capable of accepting more than 20 cartridges of the smallest caliber that the manufacturer specifies can be used for its intended purpose for long firearms for centrefire ammunition, which can hold more than 10 cartridges of the smallest caliber that can be used as intended according to the manufacturer's specifications; a replacement magazine that can be used in both short firearms and long firearms is considered to be a magazine for short firearms unless the owner also has a permit to possess a long firearm in which the magazine can be used

**Transfer or carriage not requiring an authorization** Adults may transfer or carry certain weapons and ammunition into Germany without an authorization. For example, the transfer or carriage of the following without authorization is permitted: Compressed air weapons, spring-operated weapons, and weapons, such as air rifles for sale to the general public, the projectiles of which are propelled by a cold propellant gas, as well as soft-air and paintball weapons which impart no more than 7.5 joules to the projectile and which bear the approval mark of an "F" in a pentagon Guns firing blank or irritant cartridges, or signal guns which conform to an approved type pursuant to Section 8 of the Test Firing Act and which - including their ammunition - bear the "PTB" mark or which comply with the legislation of another EU Member State which it has notified to the European Commission in accordance with Art. 4 Para. 2 of the Commission Implementing Directive (EU) 2019/69 of 16 January 2019 laying down technical specifications for alarm and signal weapons under Council Directive 91/477/EEC on control of the acquisition and possession of weapons as a measure implementing that Directive

**Crossbows** The involvement of the Customs Administration While the issue of permits or authorizations under firearms legislation falls within the area of competence of municipal public affairs offices, district administrations, or the district police authorities, the customs administration monitors the movement of goods on the external borders of the European Union and domestically by means of mobile inspections pursuant to Section 33 of the Weapons Act. When transferring or carrying firearms and ammunition into or through Germany they must always be declared to the customs office, and presented as necessary. The non-observance of firearms legislation is always followed by the initiation of a criminal justice procedure and the confiscation of

the imported objects, firearms, or ammunition. Further Information The relevant administrative authorities (city or municipal public affairs office, district administration) can answer any questions you may have relating to firearms licenses or the transfer or carriage of firearms and ammunition. For individuals who are not resident in Germany the competent authority for the issue of the authorization to transfer or import firearms is: The authority (city or municipal public affairs office, district administration) in whose district the individual(s) concerned will be, or intend to be staying (for example, the district where the hunt or event will take place), or insofar as this - in the case of transit, for example - cannot be precisely specified, in the district in which the border is crossed

#### a. HAND GUNS

"Importation is PROHIBITED." Read POFs for exceptions.

#### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED." Read POFs for exceptions.

#### c. TOY RELATED GUNS

"Importation is PROHIBITED." Read POFs for exceptions.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED." Read POFs for exceptions.

### 8. PRIVATELY OWNED VEHICLES (POVs)

DOD SPONSORED SHIPMENTS NOTE: IT IS NOT POSSIBLE TO INCLUDE ALL GERMANY POV RESTRICTIONS IN THE PPCIG. For detailed POV guidelines, DOD Personnel PCSing to Germany should inquire with their unit or sponsor, and review Army in Europe, Regulation 190-1, (Navy) CNE-C6F Instruction 11240.6W, or (USAF) USAFE Instruction 31-202, for detailed guidelines on shipping POVs. Particularly, if shipping diesel fueled POVs USAREUR CERTIFICATE OF LICENSE: In order to register and operate a POV in Germany, a USAREUR certificate of license must be obtained which requires passing a very stringent test on European driving rules, requirements, and road signs. An individual must be in possession of a valid U.S. state license, or a valid license from another country, as a prerequisite for taking the test. Unit issued military operator's permits also meet the requirement for obtaining a USAREUR certificate of license, however, these permits can only be issued to service members and civilian employees. Family members cannot be issued a military operator's permit, therefore, family members not in possession of a valid license from the USA or another country, cannot be issued a USAREUR certificate of license. Any additions of different classes, such as a motorcycle endorsement must first be authorized on the valid state or country license. USAREUR is no longer permitted to issue learner's permits, or instructor's permits; and parents are not allowed to "teach" family members how to drive. Individuals arriving in Germany without a valid license desiring to obtain a USAREUR certificate of license must first complete requisite training and licensing in CONUS, or complete local German training and licensing requirements prior to being issued a USAREUR certificate of license. Cost of local training is expensive. NOTE IMPORTANT DEPARTMENT OF STATE SPONSORED POV SHIPMENTS ONLY: Germany. Effective 01 JAN 2023, U.S.- and Japanese-manufactured vehicle imports must operate with fobs no less than 400 MHz (megahertz) to be registered in Germany. (U.S. and Japanese vehicles operate with fobs in the 315



MHz range.) Non-compliant vehicle imports that arrived in Germany prior to 31 DEC 2022 can be registered under two conditions. First, the vehicle registration cannot be transferred unless the POV is retrofitted to an appropriate frequency. Second, the vehicle must be exported before 31 DEC 2025 if it is not retrofitted to an appropriate frequency.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

The inland pickup and delivery of POV in Germany (program applies to personnel assigned to locations in the Federal Republic of Germany, Giessen and points south). Berlin and points north of Giessen are not included in this program. (1) Military Communities Served: Each Area Support Group (ASG) Vehicle Processing Center (VPC) location and telephone numbers are provided in PPCIG, VOL II, Overseas, Appendix IV, Out loading Port for Privately Owned Vehicles. (2) Entitlement: POV larger than 20 measurement tons (800 cubic feet) will incur excess cost unless an exception is granted for medical need (i.e., handicapped family members) or when joint spouse military couples elect to combine their 20 MT entitlement into one 40 MT entitlement. (3) Window Tinting: IAW with German Law, vehicles with after market window tinting on the windshield, front driver's side, and front passenger side window are not authorized. Vehicles that are being shipped in connection with a new assignment to USAREUR must have the film removed before shipping. Soldiers or civilians that have shipped their vehicles without meeting the current German law must have the film removed before going through USAREUR inspection station. In addition, several vehicles are being customized by replacing factory glass with dark tinted glass imbedded in the glass by the manufacture. This may also be an issue. The US Government standard for factory tinted glass is 30%, while the German tint standard is about 10% from the factory manufacture; however the German government will allow US vehicles with the U.S. Federal standards. This is not to be confused with individual State standards that in many cases are darker than the U.S. Federal Standards. For more information please contact the Customer Service Office, USAREUR Registry of Motor Vehicles at DSN: 542-2021/2022/2023 or CIV: 49-611-143-542-2021/2022/2023. (CH)(4) Inbound shipments (to Germany). To order, owner needs to: (a) Obtain USAREUR POV driver's license. (See b below) (b) Obtain POV insurance. (c) Obtain verification that POV has arrived at local VPC. 1. Post card from local VPC. 2. Name on weekly arrival list posted at local TMO/ITO (list provided by contractor). 3. Copy of FAX listing via ITO for direct inquires. (d) Bring copy of PCS orders, driver's license, DD Form 788, USAREUR Registration ID and proof of insurance to contractor's office. (e) Ensure any damage or missing items are noted on DD FORM 788. (f) Show at scheduled time to receive POV. (g) Proceed to POV safety inspection station. (h) Proceed to vehicle registration. (5) US State license plates are not required on POVs arriving in Germany since USAREUR plates are issued when the member picks up the POV. As some states provide a partial refund for plates turned-in prior to expiration date, members have the option to remove the plates when the POV is turned-in to the port for shipment. It is a member's responsibility to remove the plates. A claim for lost plates will not be authorized. (6) POV Tracing: Log into the website [www.PCSMyPOV.com](http://www.PCSMyPOV.com), or contact the destination Vehicle Processing Center(VPC) toll free at 0800-02277447. (7) SEPARTEES RETIREES ONLY- Germany. Effective 01 JAN 2023, U.S.- and Japanese-manufactured vehicle imports must operate with fobs no less than 400 MHz (megahertz) to be registered in Germany. (U.S. and Japanese vehicles operate with fobs in the 315 MHz range.) Non-compliant vehicle imports that arrived in Germany prior to 31 DEC 2022 can be registered under two conditions. First, the vehicle registration cannot be transferred unless the POV is retrofitted to an appropriate frequency. Second, the vehicle must be exported before 31 DEC 2025 if it is not retrofitted to an appropriate frequency. NOTE: SEPARTEES RETIREES ONLY :

## b. MOTOR CYCLES/MOPEDS

(1) Air Force personnel: must have a valid state of country license with a motorcycle endorsement, and a course completion card from the Motorcycle Safety Foundation in order to be licensed to operate a motorcycle in Germany. Persons who do not have a valid state or country motorcycle license will be required to be licensed at a German driving school at personal expense (approximate cost \$1400.00). (2) Army personnel: must have a valid state or country license with a motorcycle endorsement, and are required to attend a motorcycle orientation course, take a 30-question written test, and then attend a motorcycle proficiency course in order to be licensed to operate a motorcycle in Europe. There is no cost for completion of these requirements. Persons who do not have a valid state or country motorcycle license will be required to be licensed at a German driving school (at personal expense, see approximate cost in (1) above), or obtain a state motorcycle license before being licensed to operate a motorcycle in Germany. (3) Accompanied personnel: Two POVs and two motorized recreational POVs, or one motorized and one non-motorized recreational vehicle are permitted to be registered in Germany. (4) Unaccompanied personnel and single parent: One POV and one motorized or non-motorized recreational POV are permitted to be registered in Germany. (5) Non Temp Storage(NTS): Customers must be briefed prior to shipment of a motorcycle as to potential costs and the option to place their motorcycle in NTS. (6) Alteration/Motorcycles: Motorcycles will be rejected when the motorcycle has been altered or modified to change the center of gravity or wheel base from what was established by the manufacturer. NOTE: A recreational vehicle is defined as a POV normally used only during certain seasons (for example, motorcycle, camper, motor home, and trailer).

## c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

## d. INSURANCE AND SAFETY REQUIREMENTS

Service members should be Informed of the higher insurance rate for Privately Owned Vehicles (POV) in Germany, before shipping their POVs. Only insurance companies approved by the German Government are authorized to issue a 29a (proof of German Minimum third party liability insurance) to register a POV in the U.S. Forces system in Germany. There are two insurance systems service members can choose from in Germany. NATO Tariff and German Tariff. Several companies issue policies in the United States for registration of POVs in Germany. The differences in the systems are the following. (1) NATO Tariff: Annual tariff rates are based on age and marital status (all payments can be made in US currency). The most expensive category personnel are individuals under 25 years of age and single. (2) German Tariff: Rates are based on POV HP/PS/or KW, location where POV is registered and individual's driving record (substantiated by letter from service member's home insurance office in U.S. only). Payment in the local German currency is required. e. SAFETY REQUIREMENTS: A POV shipped to Germany must also pass USAREUR safety standards before it can be registered for driving in Germany. The cost of repair work and parts are very expensive in Germany and should be done in CONUS before POV is delivered to the Vehicle Processing Center. Counselors need to stress to each member on orders to Germany. It is the member's responsibility to ensure POV meets USAREUR safety standards. This is best done before making delivery to the POE. The most common causes of POV inspection failures in Germany are: (1) Tires: All tires must have at least 1.6mm tread over the complete tire surface. No regrooved tires are allowed; snow tires (if on vehicle) must be on the drive wheels; and there can be no mixing of radial and conventional tires. (2) Exhaust System: No rusted out or leaking



exhaust system components allowed. Exhaust systems with cutouts, fiberglass packed, or straight through exhaust systems are not allowed. (3) Brakes: A mismatch of 20 percent or more between wheels, as measured on the brake wheel drag machine. Hand brake must hold vehicle on incline. (4) Wheel Alignment: Wheels must be able to be turned to full right or full left without jamming or rubbing any part of vehicle; tie rod steering arm assemblies must not be damaged or worn.(5) Lights: All installed lights must be operational.(6) Exterior Condition: Missing fenders, broken windows, extensive body damage, deterioration, broken springs, or oil leaks are not allowed. Foreign manufactured vehicle frames are usually an integral part of the body; therefore, rust damage is critical and will necessitate costly reconstruction to pass the inspection.(7) Horns: POVs must be equipped with a horn and it must be operational.(8) Modifications: Any modifications changing the vehicle body style (as to engine not being covered), altered bumpers which are not to manufacturers specifications, missing or damaged running boards, or tires protruding beyond the fender wells are not allowed. Dark tinted glass on the front driver's and passengers doors or on the front windshield that comes down from the top of the windshield more than 4 inches that makes it impossible to see the driver and occupants is prohibited by German law.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

## 11. TRANSMITTING EQUIPMENT

a. Germany has different rules and regulations governing the use of the Frequency Spectrum within their borders. As visitors in this country, we are subject to their rules and regulations. Violations of these rules and regulations governing the use of the Frequency Spectrum in Germany, can result in fines, confiscation of equipment, and imprisonment.b. The frequency band equipment is authorized to operate if determined by the nations Spectrum Allocation Tables(SAT). The Spectrum Allocation Table in Germany is very different from the US (i.e., U.S. cordless phones operate in the German cellular phone band but will cause local interference with the German cellular network).c. In the US the FCC verifies all transmitters (legal) sold adhere to the US Spectrum Allocation Tables and are marked with FCC numbers (i.e., FCC: 1234567). Transmitters with the FCC numbers are not legal for use in Germany.d. The following U.S. manufactured items are NOT authorized for use in Germany: CB Radios, cellular phones, cordless phones, baby monitors, wireless intercoms, radio frequency remotes, radio controlled vehicles, and radio frequency wireless LANs.NOTE: Items above can be purchased in Germany that adhere to the German Spectrum Allocation Tables.e. INFRARED TRANSMITTER/REMOTE CONTROLS: No restrictions.

### a. CBS

"No restrictions identified."

### b. AMATEUR/HAM RADIOS

Radio Operators. Importation of this equipment is not prohibited. However, radio operators you must coordinate with the local German authorities (Bundespost) to acquire a German license prior to turning on the equipment.

#### c. MARS EQUIPMENT

"No restrictions identified."

#### d. DISH ANTENNAS

Importation of TV satellite dishes is not prohibited. However, installation and operation must be approved by the local Bundespost. Administrative procedures: The 5th SIGCOM, Wiesbaden, Germany is the Office of Primary Responsibility (OPR) for processing requests for exceptions. Questions concerning transmitting equipment should be submitted to the 5th SIGCOM as follows: (CH)Mail: HQ, 5th Signal Command ATTN: Frequency Management Officer (G6) APO AE 09014-9351 Tel: DSN: (314) 537-6379/6365 COMM: 011-49-611-143-6379/6365FAX: N/A

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

SEPARTEES RETIREEES ONLY Personnel contemplating retirement, separation or relocating dependents to Germany should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the German Government.

### 13. OTHER

SGSO: Brian Salverson: salversonbj@state.gov FSN: Burak Tekin TekinB@state.gov phone #49-30-8305-1619DOS Arranged ITBL Local Agents:GermanyPost: Berlin Bureau: EURLocal Agents:Corporate LogisticsOsdorfer Ring 414979 Grossbeerenphone:+49 (0) 33701742260Fax:+49 (0) 33701742262Ralf Kessel Ralf.kessel@corporate-logistics.euParamount Transportation SystemsAttn: Mr. Stefan SchaudinnSenior Account ManagerGrossbeerenstraße 2-1012107 Berlin, GermanyPhone: +49 (0) 30 4089 2040Fax: +49 9)0 6107989229Emial Stefan.schaudinn@pts-moves.comWeb: www.pts-moves.comGosselin MovingAm Lückefeld 8415831 Blankenfelde-MahlowPhone: +49 0173 878 0813Contacts are:Dennis Cuhls (Branch Manager) D.Cuhls@gosselinmoving.com Gabriel Duch (Senior AccountManager) G.Duch@gosselin-moving.comFroesch GMBH & Co. KG Maerkische Allee 4514979 Grossbeeren, GermanyPOC: Ulrike HascheTel: +49 33701 532 50 Email: ulrike.hasche@agsglobalsolutions.comHasenkamp RelocationTabbertstr. 1312459 BerlinPOC: Minel RizvancevicPH: +49 (0) 2234 104-117Email: USEmbassy@hasenkamp.comPost: Bonn Bureau: EURLocal Agents:Post: Dusseldorf Bureau: EURLocal Agents:See FrankfurtPost: Bonn Bureau: EURLocal Agents:Post: Dusseldorf Bureau: EURLocal Agents:See FrankfurtPost: Frankfurt Bureau: EURLocal Agents:Friedrich Kurz GmbHWalter-Zapp-Strasse 435578 Wetzlar, GermanyGeneral email address: info@kurz-logistik.deImport generic Email: import@kurz-logistik.deExport generic Email: export@kurz-logistik.dePhone: 011-49-6441-9232-0 or 011-49-6441-9232-

16/18Contacts are:Barbara Galir (Manager) ; email:Barbara.galir@kurz-logistik.deBeatrix Kaup (Export); email: Beatrix.Kaup@kurzlogistik.deMonika Lewitzki (Import); email:monika.lewitzki@kurz-logistik.deBonded facility.BVL - Bavaria Verpackungen & LogistikAltenbachstrasse 3163743 Aschaffenburg, GermanyGeneral email address: info@b-v-l.comPhone: 011-49-6028-99835-0 / 011-49-6028-9983511Contacts are:Beata Domanska-Litwinczuk (Manager) ; email:beata@b-v-l.comNadia Scheffler (Import/Export); email: nadia@b-vl.comSzymon Hurkacz (Import/Export); email:Szymon@b-v-l.comBonded facility.Post: Hamburg Bureau: EURLocal Agents:See BerlinPost: Leipzig Bureau: EURLocal Agents:See BerlinMunich Bureau: EURLocal Agents:Schenker Deutschland AGMunich Branch Office, Fairs, Events and SpecialLogisticsPaul-Henri-Spaak-Strasse 8 | Tor 21, 81829Muenchen, GermanyTel.: +49 89 949-24307 | Mobile: +49 152 37515254 | Fax: +49 89 949-24339patrick.fernandez@dbschenker.com

## General Instructions: GHANA (GH)

### 1. SHIPMENT INSTRUCTIONS

Department of State Consignment. DoS arranged moves "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

GSO Contact Information [AccraAccrashipping@state.gov](mailto:AccraAccrashipping@state.gov) Tel: 233 30 274 X1027FSN  
Contact Information Francis Insiah [InsiahFK@state.gov](mailto:InsiahFK@state.gov) Group Email Tel: 233-030-274-1814

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Ghana requires a copy of the commercial bill of lading prior to receipt of shipment in order to initiate customs clearance.

### 3. CONSUMABLES

DOD and DOS For: Accra, Ghana.JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition.The JTR identifies Addis Ababa, Ethiopia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

“No restrictions identified.”

#### c. COSMETICS

“No restrictions identified.”

#### d. FOOD STUFFS AND MEATS

“No restrictions identified.”

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

“No restrictions identified.”

### 4. ELECTRICAL EQUIPMENT

“No restrictions identified.”

#### a. HOME COMPUTERS

“No restrictions identified.”

#### b. TVs/VCRs

“No restrictions identified.”

#### c. OTHER (i.e. COMPATIBILITY, ETC)

“No restrictions identified.”

## 5. FURTNITURE, OVERSIZED

"No restrictions identified."

## 6. PETS/QUARANTINE

Dogs and cats are permitted entry. Advance notification to the US Defense Attache Office is required. Dogs and cats require a US Public Health Certificate of Vaccination against rabies and Certificate of State of Health not more than 14 days old at time of shipment. No quarantine is required.

## 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED." may not be imported to Ghana without prior written permission from the Chief of Mission.

### a. HAND GUNS

"Importation is PROHIBITED."

### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

### c. TOY RELATED GUNS

"Importation is PROHIBITED."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

### a. POVs (includes data on prohibited vehicles, colors, etc.)

Government of Ghana does not permit importation of right hand drive vehicles. Over age POV attracts as follows: (1) 5 to 10 years 20 percent of CIF value. (2) Above 10 years 50 percent of CIF value. POV should be containerized. POV should be shipped surface only and must not arrive before employee.

### b. MOTOR CYCLES/MOPEDS

Motorcycles/mopeds can be imported in personal property shipments; however, they must be described as such on the PPGBL. They are considered POVs and must be licensed and registered. They can be imported duty free.

### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"Importation is PROHIBITED."

**a. CBS**

"Importation is PROHIBITED."

**b. AMATEUR/HAM RADIOS**

"Importation is PROHIBITED."

**c. MARS EQUIPMENT**

"Importation is PROHIBITED."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Ghana should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Ghana. When processing application and gbl, shipment must be consigned to members residence in country or to the destination agent facility. Destination GBLOC is IOOI. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

**13. OTHER**

ITGBL Local Agents  
Local Agents: Worldwide Movers Ghana Ltd  
Mailing Address: PO Box CT10216, Cantonments, Accra, Ghana  
Physical Address: PSB Plaza, 3rd Floor Plot #87 Spintex Rd. Accra, Ghana +233 302-971-258  
<http://www.worldwidemoversafrica.com/ghana.html>  
Edward Baah and Charles Obeng +233 260-840-559  
lull Blyth Ghana  
Managing Director: Christian Holm  
Email:

Christian.Holm@Hull-Blyth.com Mobile: 055 659 3221 Physical Address: Gateway House,  
Fishing Harbour Road P.O. Box 214, Tema, Ghana Tel: +233(0)303 219 219 Fax: +233(0)303 219  
220 Website: www.hull-blyth.com Email: enquiresghana@hull-blyth.com POC 1: David  
Hepburn Email: David.Hepburn@Hull-Blyth.com Mobile: 054 433 8093 POC 2: Martin  
Adams Email: Martin.Adams@hb-gh.com Mobile: 054 011 6501 Group Contact Email  
Addresses: Air Freight: airfreight@hb-gh.com Ocean Freight: oceanfreight@hb-gh.com



## General Instructions: GIBRALTAR (GI)

### 1. SHIPMENT INSTRUCTIONS

For DOS arranged moves: Department of State Consignment. DoS arranged moves "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:

1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.
2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".
3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

DOD Arrange Shipments: Shipments are serviced by the PPSO ROTA, SPAIN (UNNL) are as follows, Personnel assigned to: NAVSTA ROTA, SPAIN - FPO 09645, FPO 09644; 496/LGTTH MORON AB FPO 09643; (They are a PPO under UNNL see UNNL PPCIG). NSE(NATO) MADRID(CC-LAND HQ), SPAIN - FPO 09649 NSE(NATO) VALENCIA(HQ-NRDC), SPAIN - FPO 09648 US EMBASSY MADRID - APO 09642 OFFICE OF DEFENSE COOPERATION (ODC) MADRID - APO 09642 AREA OF RESPONSIBILITY GIBRALTAR (See Item 13) US ARMY and USAF cadets under PEP with the Spanish Armed Forces primarily at "Academia General Militar (ZARAGOZA) and Academia General del Aire (San Javier, MURCIA). All other points in the Spanish territory for Separates, Retirees and relocation of dependents. Please read OTO note for exceptions

Note: Be sure that GBLs block 18 reflects the exact final destination of the shipment, and block 20 covers the info of the authorized destination PPSO UNNL.

- (1) For NAVSTA Rota:
  - (a) Ship household goods Code 4 or DPM for SIT at destination Rota.
  - (b) Do not hold at origin pending members request for shipment after having located quarters in Rota.
  - (c) In most cases, shipments can be delivered in Rota from SIT in two or three days following members request for delivery.
- (2) INTRATHEATER SHIPMENTS: Do not hold shipments in SIT at origin for Door-to-Door Service if possible. Recommend shipments delivered on the US Naval Station be shipped Code 4, Door-To-Door Container, or DPM. If shipments are shipped with a carrier under Intra Theater Tariff, the carrier must have local agent representation. Third Country Nationals are not allowed to enter the US Naval Station without clearance from ODC/MAAG in Madrid, Spain and a pass from Spanish Security. Information must be forwarded to ODC/MAAG at least two weeks prior to the desired date of entry. Forward the request via message to ODC MADRID SPC or FAX to 011-34-549-7040, ATTN: Clearance NCO. Clearance requests must contain full details including:
  - (a) Personnel names, country of citizenship, position, title, passport number and copy of ID card.
  - (b) Full details covering purpose of visit.
  - (c) Name, type and identification number of truck and reason Third-Country National is requesting base entry.

#### a. WEIGHT RESTRICTIONS

In accordance with the Joint Travel Regulations.”

#### b. CONTAINER/CRATING REQUIREMENTS

“No restrictions identified.”

#### c. HARD LIFT AREA

“No restrictions identified.”

#### d. UNACCOMPANIED BAGGAGE

“No restrictions identified.”

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

“No restrictions identified.”

### 3. CONSUMABLES

“Importation is PROHIBITED.”

#### a. ALCOHOLIC BEVERAGES

“Importation is PROHIBITED.”

#### b. CIGARETTES/TOBACCO PRODUCTS

“Importation is PROHIBITED.”

#### c. COSMETICS

“No restrictions identified.”

#### d. FOOD STUFFS AND MEATS

“Importation is PROHIBITED.”

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

“Importation is PROHIBITED.”

### 4. ELECTRICAL EQUIPMENT

“No restrictions identified.”

#### a. HOME COMPUTERS

“No restrictions identified.”

#### b. TVs/VCRs

“No restrictions identified.”

**c. OTHER (i.e. COMPATIBILITY, ETC)**

“No restrictions identified.”

**5. FURTNITURE, OVERSIZED**

“Importation is PROHIBITED.”

**6. PETS/QUARANTINE**

“Importation is PROHIBITED.”

**7. PRIVATELY OWNED FIREARMS (POF)**

“Importation is PROHIBITED.”

**a. HAND GUNS**

“Importation is PROHIBITED.”

**b. RIFLES/SHOT GUNS**

“Importation is PROHIBITED.”

**c. TOY RELATED GUNS**

“Importation is PROHIBITED.”

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

“Importation is PROHIBITED.”

**8. PRIVATELY OWNED VEHICLES (POVs)**

NON-NATO PERSONNEL ONLY:1.Ruling of the SOFA between the Kingdom of Spain and the United States stipulates members of the US Military Forces and civilian employees ordered to Spain for duty, are authorized to import and retain one POV of non- Spanish manufacture free of all types of Spanish duties. The vehicle must be for the exclusive use of the military member, civilian employee, or a dependent and must arrive in Spain within 6 months, repeat, 6 months from the initial date of arrival of the military member or civilian employee. Members of the force and civilian component can neither import nor register a second non-Spanish manufactured POV. A second POV, shipped commercially, will be impounded at the POD and all storage and related handling fees, including reshipment will be at member's expense. Military Members are solely responsible for all Spanish duties on POVs shipped commercially at personal expense. Suggest all personnel validate Spanish registration requirements before affecting a second vehicle at personal expense. If a second POV arrives via OPTLIFT, it will be held aboard the station pending reshipment via OPTLIFT to CONUS. In addition to this imported vehicle, the military member or civilian employee also may own and maintain one Spanish-manufactured vehicle purchased in Spain in accordance with special arrangements and free of the Spanish value added tax. Dependents over the age of 18 may own and maintain one vehicle of Spanish manufacture.2.POVs/motorcycles are picked up at the vehicle-processing center in the city of Rota and members should have a current registration and must have

metal license plates. If the registration has expired or the member doesn't have metal plates, the vehicle can still be registered however, it will take ten to twelve days to complete the process for Spanish registration and license plates. Normally it takes 2 to 4 days to complete the Spanish registration process if the member has a current registration and metal plates. It is recommended that the registration be good for at least 90 days from the date the vehicle is turned in for shipment at the CONUS or overseas VPC. Members must have a POV/motorcycle registration, even if it is expired, in order to register the vehicle with Spanish traffic authorities.

3. Bumper stickers, decals on windows and windshields must be removed before members can pick up the vehicle. It is suggested this be done prior to turning in the POV for shipment.

4. Members must possess a valid US or foreign driver's license and members arriving in Spain must successfully complete a Spanish driver's test and obtain a Spanish driver's license. Spanish license processing takes approximately 10 working days. Members can drive during this period with either an international license, or a Spanish translation of their US or foreign driver's license obtained from the Security Department, NAVSTA Rota, Spain.

5. Members who are not ordered to Spain for duty are not eligible for customs clearance of their POV, under the rules governing members of the US Forces. Members who ship their POV to Spain on PCS orders which assigned them to another country, or on retirement orders with a home of selection other than Spain, and with the intent of picking up the vehicle at the Spanish port and driving it to their final destination, must be advised:

(A) Customs clearance cannot be effected by Commanding Officer, NAVSTA Rota, Spain.

(B) The POV must be properly manifested and shipped for discharge at the designated commercial port of Algeciras, Cadiz, Spain. Preferably Cadiz inasmuch as the port is 35 miles from the Naval Station and Algeciras is 90 miles south.

(C) Commercial customs clearance and all costs involved are the responsibility of the member, and customs clearance can take a week or more.

(D) All documents for the vehicle must be current and after effecting clearance, the POV must be picked up by the owner.

(E) Shipping a POV contrary to above information will result in personal delay, expenditure, and frustration.

**PERSONNEL ASSIGNED TO NATO ONLY**

1. In Accordance with the "Stationing Agreement" Between NATO (SHAPE) and the Kingdom of Spain signed 28 February 2000 and the "Exchange of Letters". NATO personnel may own at any time one duty-free vehicle if unaccompanied or, if accompanied by dependents, two duty free vehicles.

2. Motorcycles: "Personnel entitled to a tax-free motor carshall, in addition be authorized to import or purchase a motorcycle to include a motorcycle/bicycle, motor scooter, or similar 2/3 wheel/skid machine free of duties and taxes. Resale or replacement of such vehicles shall be governed by the same provisions specified on motor vehicles. \*POV/MOTORCYCLES (Regardless NATO or other, only 1 vehicle may be shipped at government expense)

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

#### b. MOTOR CYCLES/MOPEDS

A non-Spanish manufactured motorcycle/moped/motorized bike with a 50cc\* engine or larger is considered a POV and must be shipped to Spain via the VPC and registered as any other POV. Do not ship as HHGs. ATVs and Motor cross vehicles, provided they remain on base and off-road, are not considered POVs and may be imported into Spain as HHGs. Possession of these types of vehicles for off-road use will not count against the limitation of tax-free vehicles members may import and own.

2. Spanish Traffic Regulations requires proof of two years experience before issuing a full motorcycle driver's license. (CLASS A license allows the holder to operate motorcycles regardless of piston displacement, up to a maximum weight of 350 kilograms/771.62 LBS.) Proof of two years experience can be provided if the current stateside or foreign driver's license has a motorcycle

endorsement and is at least two years old. If the current stateside or foreign drivers license has a motorcycle endorsement but is under two years old due to renewal, documentation from a previous motor vehicle department can be presented to prove the member has accumulated the required two years of experience. If two years of holding a valid drivers license with a motorcycle endorsement cannot be proven the CLASS A license will not be issued. Failure to obtain the Spanish drivers license with the required motorcycle endorsement will result in termination of the registration process. At this time arrangements will have to be made for the exportation of the motorcycle, which may be determined to be paid by the member. \* MOPEDS (with less than 50cc engine capacity): The Spanish Ministry of Industry prohibits registration/operation of non-Spanish manufactured mopeds with less than 50cc engine capacity. They cannot be imported into the country as HHG or as POV via the VPC. Failure to comply with above information will result in hardship on member, personal expenditures, and severely strain Spanish customs/US Forces relations.

#### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

#### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is PROHIBITED."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"Importation is PROHIBITED."

### 11. TRANSMITTING EQUIPMENT

"Importation is PROHIBITED."

#### a. CBS

"Importation is PROHIBITED."

#### b. AMATEUR/HAM RADIOS

"Importation is PROHIBITED."

#### c. MARS EQUIPMENT

"Importation is PROHIBITED."

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

“No restrictions identified.”

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Gibraltar should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Gibraltar. When processing application and GBL, shipment must be consigned to members residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

## 13. OTHER

Gibraltar Area of Responsibility: All shipments should be routed as OTO and consigned to UNNL, Rota Spain. Privately Owned Vehicles are authorized Household Goods Household goods must be placed into non-temporary storage. Furniture will not be allowed into the country unless you have a medical condition. Housing for single members is furnished; the rooms have bedroom, bathroom, and small sitting area. Married quarters for one child is a 2 bedroom; two children over the age of 10 is three bedroom. Married quarters should be applied for ideally 6 months from check-in, but 3-4 months is sufficient. Off Base Housing: Apartments can take up to 6 months for availability in the OHA price range. Sizes can range from 1-3 bedrooms in current OHA range. Currently the housing office does not support personnel residing off-base, support would be determined by the letting agency. Prohibited items: Ammunition, explosives, fireworks, dangerous or controlled drugs, firearms including antique weapons, sporting rifles, air pistols and similar weapons, knives including kukri, swords, inflammable materials, motor vehicles, motorcycles and mopeds including parts or assemblies, perishable foods including frozen foods, wines, spirits, beer or other alcoholic drinks, any item if it escapes or leaks from its container could contaminate your or other peoples baggage shipment, compressed gas and aerosol containers of all types including gas table lighters, sub-aqua charged compressed air bottles, gas bottles, shared company gas cookers, stoves, heaters and lamps, hairsprays etc, corrosive substances, acids, alkalis, wet cell batteries, articles containing mercury such as barometers and thermometers and skis with mercury tips, hazardous items classed as irritant, oxidizing materials, bleaching agents, peroxides and potassium chlorate, poisonous substances including pesticides, insecticides and weed killers, Indecent or obscene books, magazines, films, videotapes, DVDs, computer discs, or any other indecent or obscene article, animals or birds including reptiles and aquatic creatures ( whether alive or stuffed), currency and currency instruments, including counterfeit money, jewelry, watches, passports, travel documents, deeds and other important personal papers, cigarettes, tobacco or tobacco products, tea, cocoa, coffee or pure soluble coffee or mixed coffee extracts (to and from Germany only), bulbs, plants and parts thereof, including trees, certain logs and timbers, shrubs, fruit, raw vegetables, potatoes, lettuce seeds, tomato seeds and peas for sowing, heavily magnetized articles, high intensity diving lamps, radio transceivers including walkie-talkies, microphones, micro bugs, and car mobile transceivers not approved for use at destination, other portable electronic equipment including transistor radios, TV sets, remote control handsets etc (unless power packs and/or batteries have been removed), animal fodder (hay and straw) timber (wood shavings) and pottery kilns, items derived from rare or endangered species, including certain furs, ivory, reptile leather and articles made from them, any items associated with a personal business venture.

## General Instructions: GLORIOSO ISLANDS (QX)

### 1. SHIPMENT INSTRUCTIONS

For DOS arranged moves: Department of State Consignment. DoS arranged moves "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

**b. CIGARETTES/TOBACCO PRODUCTS**

"No restrictions identified."

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**



"Importation is PROHIBITED."

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

11. TRANSMITTING EQUIPMENT

"No restrictions identified."

a. CBS

"No restrictions identified."

b. AMATEUR/HAM RADIOS

"No restrictions identified."

c. MARS EQUIPMENT

"No restrictions identified."

d. DISH ANTENNAS

"No restrictions identified."

e. CORDLESS PHONES

"No restrictions identified."

12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

"No restrictions identified."

13. OTHER

None.

## General Instructions: GREECE (GR)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: UANA NSA Souda Bay)DOS arranged moves: Contact (GBLOC: UADK, DOS)Department of State Consignment.DoS arranged moves "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:ThessalonikiATHENSShipping&Customs@state.gov30 210 720 2187; +30 210 720FSN Contact listing:Apostolos Maidonis MaidonisA@state.gov011 30 210 720 2293Group Contact listing:ATHENSShipping&Customs@state.govAthensGSO Contact listing:Darren P Bologna bolognadp@state.gov+30 2107204721FSN Contact Information:Apostolos Maidonis MaidonisA@state.gov+30 2107204745Group Email:ATHENSShipping&Customs@state.gov1. Naval Support Activity (NSA) Souda Bay, GBLOC UANA is the responsible shipping office for all shipments of personnel assigned to the following military sites located in Greece: AREA OF RESPONSIBILITY (AOR):

1. NSA Souda Bay, GBLOC UANA is the responsible shipping office for all shipments of personnel assigned to the following military sites located in Greece: a. NSA Souda Bay, Crete, FPO AE 09866

b. NATO Rapid Deployable Corps (NRDC) – Greece, Thessaloniki, Greecec. NAVSUP FLCSI Det Athens (Greek Customs and Aerial Mail Terminal) FPO AE 09841 d. 598th Transportation Brigade (US Army-SDDC) Piraeus, Greece, FPO AE 09841See PPSO NSA Souda Bay record for shipping instructions. 2. US Embassy, Athens, Greece GBLOC UADK is the responsible shipping office for all shipments of personnel assigned to: A. US Embassy, Athens, Greece, APO AE 09842 and B. OL A 31 Aircraft Maint (USAFE), Athens, Greece APO AE 09841 See US Embassy Athens record for shipping instructions.See U.S. Embassy Athens record for shipping instructions.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.1. Navy Personnel: (a) Personnel assigned to NAVSUPACT, Souda Bay, Crete who serve an accompanied tour are authorized to ship their full JFTR weight allowance. (b) Members in pay grades E5 and above that serve an unaccompanied tour are authorized to ship a household goods allowance of 2500 lbs. or 25 percent of their full weight allowance whichever is greater. They can make an unaccompanied baggage shipment of 600 lbs. which is part of the household goods allowance. (c) Members in pay grades E1-E4 reside in base housing and are authorized to make an unaccompanied baggage shipment of 600 lbs. Members are advised to ship minimum essential items due to limited space in the base housing.

2. Air Force Personnel: (a) Personnel assigned to NAVSUPACT, Souda Bay, Crete who serve an accompanied tour are authorized to ship their full weight allowance. (b) Members serving an unaccompanied tour are authorized to ship a household goods allowance of 2500 lbs. or 25 percent of their full weight allowance whichever is greater. They can make an unaccompanied baggage shipment 3. Personnel (Navy and Air Force) residing off base are provided one of each loaner furnishings: bed, nightstand, sofa, coffee table, chest of drawers, cooking stoves, clothes washers and dryers, wardrobes, refrigerators, transformers, microwaves, etc. If members require more, include these personal items in their HHGs shipments. DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

(1) Mainland of Greece: Hard lift area. Commercial air (UB only). (2) Crete: No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations."(1) Mainland Greece: Use commercial air (Code 8) for UB shipments. DPM is not authorized and not an acceptable mode for UB shipments to mainland Greece. (2) Crete: Pack unaccompanied baggage in corrugated fiberboard, triple wall boxes (FED SPEC PPP-B-640) or double wall, high strength weather resistant boxes (FED SPEC PPP-b-1364B). DOS arranged shipments: Contact DOS.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. Members assigned to NSA Souda Bay have to report to FLCSI Customs Control Office prior to the delivery of their shipment/s to sign all necessary customs clearance documents for the clearance and issuance of a customs booklet for each shipment. In the Customs booklets are listed all the controlled items shipped in the member's shipments. Controlled items include but are not limited to, all electrical items, cameras, watches, bicycles, furniture items, televisions, VCRs, stereo equipment and appliances. Customs booklets remain in the FLCSI Customs office until members export all the controlled items.b. Greek government officials have very strict controls on the importation and exportation of controlled items. Unauthorized sale or gifts of controlled items to unauthorized personnel is a crime. IMPORTANT: The FLCSI Customs Control Office must be notified in advance of any sale or disposal of any controlled items. c. Origin PPSOs/TOs

should forward a copy of the inventory of all personal property shipments to FLCSI PPSO (e-mail: ppsou-souda@eu.navy.mil) to enable clearance through Greek Customs. Shipments arriving without copies of inventory will be held in customs and may cause an inconvenience to the service member.

d. For retirees/separates/relocating dependents see para 12.

### 3. CONSUMABLES

“No restrictions identified.”

#### a. ALCOHOLIC BEVERAGES

Greek customs regulations limit the duty free importation of alcoholic beverages to 2 liters of wine for each active duty member, DOD civilian and adult family member. If members or employees are considering shipment of additional alcoholic beverages, above 2 liters, they should consult with their sponsor, command or destination PPSO prior to shipment of additional alcoholic beverages. All inbound alcoholic shipments above 2 liters are subject to Greek duty fees.

#### b. CIGARETTES/TOBACCO PRODUCTS

Greek customs regulations limit the duty free importation of tobacco products to 200 cigarettes or 100 cigarillos (cigars of a maximum weight of 3 grams each) or 50 cigars or 250 grams. of smoking tobacco or a proportional assortment of these products.

#### c. COSMETICS

Limited to 50 grams. perfume and 0.25 liters cologne.

#### d. FOOD STUFFS AND MEATS

“No restrictions identified.”

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Limited to prescription medication required to meet member's personal medical needs.

### 4. ELECTRICAL EQUIPMENT

The Greek Government is very strict on the importation and exportation of electrical items. All electrical items are controlled items and are listed in the member's custom booklet issued by the Greek Customs Authorities. IMPORTANT: The FLCSI Customs Control Office has to be notified, in advance, for the sale or disposal of any and all electronic items.

#### a. HOME COMPUTERS

“No restrictions identified.”

#### b. TVs/VCRs

“No restrictions identified.”

### c. OTHER (i.e. COMPATIBILITY, ETC)

Base quarters have 110V, 60 cycles and 220V, 50 cycles. Voltage in off-base quarters is 220V, 50 cycles. American appliances can be operated in off base quarters by using transformers.

American televisions cannot be used off-base. Multi-system television is required.

## 5. FURTNITURE, OVERSIZED

“No restrictions identified.”

## 6. PETS/QUARANTINE

All pets (cats and dogs) must have a rabies certificate, dated within 6 months of CONUS departure date. A health certificate is also required that certifies that the pet is in good health and free from infectious disease, not more than 6 days before arrival or departure. The certificate must be validated by the appropriate medical authority in the country, where the travel begins. a. Animals entering should have: (1) Either a clearly readable tattoo; or (2) An electronic identification system (transponder). b. In the U.S., validation is performed by the U.S. Department of Agriculture (DOA), in Washington, D.C. Members can take the documents to the Greek Consulate for validation. Health clearance will be given at the port of entry. c. There is no quarantine period upon entry into Greece. Personnel should be counseled that they must make arrangements for boarding their pets upon arrival, as most hotels do not allow pets. Greece has a limited amount of boarding kennels available, so booking must be made in advance. d. No military veterinarian facilities are available. Only commercial Veterinary Services are available. e. Birds are prohibited.

## 7. PRIVATELY OWNED FIREARMS (POF)

“Importation is PROHIBITED.”

### a. HAND GUNS

“Importation is PROHIBITED.”

### b. RIFLES/SHOT GUNS

(1) Mainland: Greek law prohibits importation of rifles of any kind. The only firearms permitted are smooth bore shotguns. Greek law restricts importation to one shotgun per adult family member. No advance approval is necessary for importation of shotguns. However, they must be registered with the security police upon arrival. (2) DO NOT SHIP RIFLES OR SHOTGUNS to NSA Souda Bay. IMPORTATION IS STRICTLY PROHIBITED. Personnel should store their privately owned firearms at origin or dispose of accordingly.

### c. TOY RELATED GUNS

No restrictions identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

## 8. PRIVATELY OWNED VEHICLES (POVs)

IMPORTANT NOTE: Member must possess driver's license, "paper" vehicle title, vehicle registration and insurance valid for Greece at the time the POV arrives at the port of entry. If any of these documents are not available, member's vehicle is held at the port. Greek customs does not accept electronic titles. TO EXPEDITE CUSTOMS PROCESS MEMBER SHOULD E-MAIL IN ADVANCE VEHICLE INSPECTION FORM (DD Form 788), ORDERS, TITLE AND REGISTRATION TO ppso-souda@eu.navy.mil LIEN: If there is still a lien on the vehicle, member must request bank issue a paper title, prior to departure from the old duty station.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) DOD military and civilian members assigned to Greece that serve an accompanied tour are authorized to import free of duty taxes two (2) vehicles, including motorcycles, for personal and/or dependent's use. Greece considers motorcycles as POVs. Members/Employees can ONLY ship 2 vehicles. DO NOT SHIP 2 VEHICLES IN ADDITION TO A MOTORCYCLE! (2) Members that serve an unaccompanied tour are limited to one (1) duty free vehicle importation (car OR motorcycle) Note: If shipping a car, DO NOT SHIP ADDITIONAL MOTORCYCLE IN HHGs shipment. (3) A POV shipped at owner's expense must clear customs at the port of entry. Customs clearance must be arranged through a customs broker and owner has to pay all associated fees. The fee is approximately 150 US dollars. (4) There is no host country vehicle licensing requirements.

(5) Any item listed on the Greek customs booklet issued by the Greek Customs authorities at the time of importation of the vehicle, must remain in the vehicle or be produced at the time of sale or re-exportation from the country. (6) For POVs shipped to NSA Souda Bay Crete (LD9), add 10 days to the transit time for Greece listed in the Global POV Contract. POVs are trans-shipped from the port of entry Piraeus (LD1) to the port of Souda Bay (LD9) on the island of Crete.

### b. MOTOR CYCLES/MOPEDS

(1) The Greek Government defines all motorcycles, mopeds, mini-bikes as POVs. Motorcycles can be shipped as POVs or may be included in HHGs shipments. (2) Members that are not authorized to import two duty free vehicles (see para 8.a.(2)) should not ship a motorcycle in their hhgs in addition to a car. Greek Customs authorities will confiscate the second vehicle 40 days after the importation, unless members ship the vehicle out of the country at their own expense or register one of the vehicles with the Greek Motor Vehicle Department and pay import taxes.

IMPORTANT NOTE: Motorcycles cannot be registered with the Greek Motor Vehicle Department if the manufacture year exceeds 5 years from the arrival day to Greece. (3) The requirements listed in the Note of para 8 apply for motorcycles.

### c. GASOLINE/CATALYTIC CONVERTERS

Members are not required to remove catalytic converters prior to shipment. Unleaded fuel is available at local service stations.

### d. INSURANCE AND SAFETY REQUIREMENTS

(1) Members must possess a valid driver's license and proof of insurance valid in Greece at the time the POV arrives at the port of entry. Current minimum insurance coverage is required for vehicles.

(a) 100.000 Euros for property damage and 500.000 Euros for bodily injury. Local auto insurance is relatively inexpensive. (2) US Forces regulations require a complete vehicle safety inspection of the POV immediately upon receipt of the POV from the port in Souda Bay and registration with the NSA Motor Vehicle Registration Office. (3) Greek law requires each automobile to be equipped with a first aid kit, a safety triangle, and a fire extinguisher. A complete vehicle safety inspection of the POV by the Greek Customs Authorities is required after receipt from the port in Souda.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is PROHIBITED."

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"Importation is PROHIBITED."

## 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

### a. CBS

Importation or use of CB radios is prohibited.

### b. AMATEUR/HAM RADIOS

"No restrictions identified."

### c. MARS EQUIPMENT

"No restrictions identified."

### d. DISH ANTENNAS

"No restrictions identified."

### e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

"Shipments for retirees, separatees or family members relocating to Greece can be processed in DPS and the destination GBLOC is UANA". a. Personnel contemplating retirement, separation or relocating family members to Greece should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the government of Greece. Personal Property shipments incident to retirement, separation or designated relocation for family members, must be



consigned to the member at the selected destination address or when unknown, consigned to the address of the destination moving agent facility. b. All shipment containers and documents must be marked as RETIREMENT SHIPMENT, SEPARATION SHIPMENT or DESIGNATED RELOCATION SHIPMENT. Preferably consign HHGs shipments as Code 4 and/or Unaccompanied Baggage (UB) as Code J.c. Retirees and/or separatees are not authorized U.S. Government arranged customs clearance and duty-free importation of personal property or POVs into Greece. Customs clearance must be personally arranged by the separatee/retiree through a licensed Greek customs broker.d. Retired and/or Separated Uniformed Service members who elect to reside in Greece as Ordinary Residents upon retirement or separation from service, MUST obtain a Greek resident visa from a Greek Embassy or Consulate. The resident visa must be obtained prior to arrival in Greece and must be stamped in the member's and/or family member's passports, if accompanied.e. If a visa is not obtained prior to arrival in Greece, member cannot apply for residency permit in country. A residency permit must be obtained prior to clearance and release of personal property shipments. Personal Property shipments should be placed in Non-temporary Storage (NTS) at origin until residency permit is obtained by member. Members could be responsible for excess storage costs of NTS, if storage entitlement exceeds Service guidance.f. Imported personal property inventory must be translated to Greek language. The PPSO does not provide translation services. Members must obtain commercial translation services prior to visiting Greek Customs Office. Shipments shipped via DPM must be personally cleared by the member. The DD Form 1299, Application for Shipment and/or Storage of Personal Property must include the following statement: Member counseled clearance through Greek Customs and any related duties, fees levied, are personal responsibilities. Property will not be released until fees are paid and customs requirements completed.h. Additionally, HHG/UB shipments are immediately impounded by Greek customs authorities pending the property owner's arrival. i. In the interim, the Greek Government automatically assesses handling and storage charges based on the weight and duration of demurrage of the shipment. Assessed charges can be extremely expensive if not properly coordinated with a broker. Property owners are fully responsible for payment of all Greek customs related handling and storage fees, NOT the U.S. government. j. Any government authorized storage in transit of personal property shipments at U.S. Government expense cannot commence until the property owner has personally arranged for the release of his/her property from the possession of the Greek customs authorities. k. POVs imported into Greece in conjunction with retirement or separation from service are subject to extremely high import duties, which can be as much as 200 percent of the assessed value by Greek customs authorities (i.e., POV value is assessed at \$10,000; import duties would be \$20,000). l. Retirees/Separatees are advised to plan accordingly for potential expenses and are strongly encouraged to contact the nearest Greek Embassy/Consulate to obtain the latest information and any required documents related to the importation of personal property/POVs into Greece prior to effecting such shipments. m. DESIGNATED RELOCATION FAMILY MEMBERS: Family members relocating to Greece as a designated relocation area are subject to the same Greek customs restrictions as that of retirees and separatees.

### 13. OTHER

DOS Arranged ITBL Local Agents:GreecePost: Athens Bureau: EURLocal Agents:Matrix Relocations Ltd26 Skoufa str.,10673 Athens GreeceTel :+30 211 800 0660Fax : 011 30 210 6104493POC : Mr. S. MichosEmail : sergios.michos@matrixrelo.comitgbl@matrixrelo.com4)ATTICA MOVERS LTD19 SYNGROU AVENUEATHENS/ 11743 GREECETEL. 0030-210-9216773 fax. 0030-210-9222395You may contact me ,Georgia Kasimati / emailgkasimati@atticamovers.grOrphee Beinoglou

International Forwarders SA27th km Old National Road Athens-KorinthElefsinia LocationGR-19200 Elefsina/AthensS.B. (0030) 210 9466 100 (ext. 302 & 303 & 312)FAX : (0030) 210 55 41 035Cell. : (0030) 695.5-190.888POC: Lina DekouliE-mail: ldekouli@beinoglou.gr2)  
Celebrity Int'l Movers102 Kapodistriou Av.,14235 N. IoniaTel : 011 30 210 2720103Fax : 011 30 210 2720105POC : Mrs. Marissa TejadaBenekosEmail : marissa@celebrity.gr1)  
Matrix Relocations Ltd26 Skoufa str.,10673 Athens GreeceTel :+30 211 800 0660Fax : 011 30 210 6104493POC : Mr. S. MichosEmail

:sergios.michos@matrixrelo.comitgbl@matrixrelo.com3) Orphee Beinoglou

InternationalForwarders SA27th km Old National RoadAthens-KorinthElefsinia LocationGR-19200 Elefsina/AthensS.B. (0030) 210 9466 100 (ext.302 & 303 & 312)FAX : (0030) 210 55 41 035Cell. : (0030) 695.5-190.888POC: Lina DekouliE-mail:

ldekouli@beinoglou.gr4)ATTICA MOVERS LTD19 SYNGROU AVENUEATHENS/ 11743

GREECETEL. 0030-210-9216773 fax.0030-210-9222395You may contact me

,DIMITRAKOTSANIDOUemaildkotsanidou@atticamovers.com a. Privately-Owned

Boats: Privately-owned boats have to be registered with the local authorities on base. There are no marina services available on base. NOTE: NOT RECOMMENDED. b. Scuba Diving Equipment:

Greek law requires all scuba tanks to be sealed by Greek customs. Equipment must be presented to the Greek Customs House to be unsealed for use, only, in the locations designated by the Greek authorities.c. Personnel desiring additional or specific information not provided in the Greece

General Instructions should communicate with their overseas sponsor or FLCSI Personal Property Shipping Office Souda Bay at ppsou-souda@eu.navy.mil

## General Instructions: GREENLAND (GL)

### 1. SHIPMENT INSTRUCTIONS

"No restrictions identified."

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

Maximum container dimensions to support movement are 87L X 48W X 57H (1 crate per 463L pallet) or 87L X 52W X 56H (2 crates per 463L pallet).

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD and DOSFor: Nuuk GreenlandJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Nuuk Greenland as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

**A. Uniformed Service Member**

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs; 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

**B. Civilian Employee**

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs; 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"Importation is PROHIBITED."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Over the counter and prescribed drugs are authorized.

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"Importation is PROHIBITED."

### 6. PETS/QUARANTINE

Import regulations very strict, import license from the local Greenland authorities must be obtained prior to departure.

### 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

#### a. HAND GUNS

"Importation is PROHIBITED."

#### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

“Importation is PROHIBITED.”

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

“Importation is PROHIBITED.”

**8. PRIVATELY OWNED VEHICLES (POVs)**

“Importation is PROHIBITED.”

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

“Importation is PROHIBITED.”

**b. MOTOR CYCLES/MOPEDS**

“Importation is PROHIBITED.”

**c. GASOLINE/CATALYTIC CONVERTERS**

“Importation is PROHIBITED.”

**d. INSURANCE AND SAFETY REQUIREMENTS**

“Importation is PROHIBITED.”

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

“Importation is PROHIBITED.”

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

“Importation is PROHIBITED.”

**11. TRANSMITTING EQUIPMENT**

“Importation is PROHIBITED.”

**a. CBS**

Authorized for shipment. However, transmission is prohibited by Danish law.

**b. AMATEUR/HAM RADIOS**

“Importation is PROHIBITED.”

**c. MARS EQUIPMENT**

“Importation is PROHIBITED.”

**d. DISH ANTENNAS**

“Importation is PROHIBITED.”

**e. CORDLESS PHONES**

Cordless phones with Federal Communication Commission (FCC) sticker it is not authorized.

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Greenland should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Greenland.

**13. OTHER**

None.

## General Instructions: GRENADA (GD)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

For information on Customer Clearance Procedures, Requirements, and Restrictions contact the Grenada Customs & Excise Division: Contact Customs House Burns Point The Carenage St. George's Grenada, W.I.: (473) 440-2239/2240/3588: (473) 440-5038: [gdcustoms@customs.gov.gd](mailto:gdcustoms@customs.gov.gd)

### 3. CONSUMABLES

The JFTR/JTR identifies St. Georges, Grenada as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010) A. Uniformed Service Member 1.A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2.Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1.A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2.Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

No Restrictions Identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No Restrictions Identified.

#### c. COSMETICS

No Restrictions Identified.

#### d. FOOD STUFFS AND MEATS

No Restrictions Identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No Restrictions Identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No Restrictions Identified.

#### b. TVs/VCRs

No Restrictions Identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No Restrictions Identified.

### 5. FURTNITURE, OVERSIZED

No Restrictions Identified.

### 6. PETS/QUARANTINE



No Restrictions Identified.

## 7. PRIVATELY OWNED FIREARMS (POF)

No Restrictions Identified.

### a. HAND GUNS

No Restrictions Identified.

### b. RIFLES/SHOT GUNS

No Restrictions Identified.

### c. TOY RELATED GUNS

No Restrictions Identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No Restrictions Identified.

## 8. PRIVATELY OWNED VEHICLES (POVs)

No Restrictions Identified.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

No Restrictions Identified.

### b. MOTOR CYCLES/MOPEDS

No Restrictions Identified.

### c. GASOLINE/CATALYTIC CONVERTERS

No Restrictions Identified.

### d. INSURANCE AND SAFETY REQUIREMENTS

No Restrictions Identified.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No Restrictions Identified.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No Restrictions Identified.

## 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

**a. CBS**

No Restrictions Identified.

**b. AMATEUR/HAM RADIOS**

No Restrictions Identified.

**c. MARS EQUIPMENT**

No Restrictions Identified.

**d. DISH ANTENNAS**

No Restrictions Identified.

**e. CORDLESS PHONES**

No Restrictions Identified.

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

For information on customs/duties fees contact the Grenada Customs & Excise Division: Customs House Burns Point The Carenage St. George's Grenada, W.I.: (473) 440-2239/2240/3588: (473) 440-5038: [gdcustoms@customs.gov.gd](mailto:gdcustoms@customs.gov.gd)

**13. OTHER**

No Restrictions Identified.

## General Instructions: GUADELOUPE (GP)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No Restrictions Identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

No Restrictions Identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No Restrictions Identified.

### 3. CONSUMABLES

No Restrictions Identified.

#### a. ALCOHOLIC BEVERAGES

Free Import:• 2 litres of still wine and• 1 litre of spirits over 22% or• 2 litres fortified wines below 22%

#### b. CIGARETTES/TOBACCO PRODUCTS

Free import• 200 Cigarettes or• 50 Cigars or• 100 Cigarillos• 250 Grammes of Tobacco

#### c. COSMETICS

No Restrictions Identified.

#### d. FOOD STUFFS AND MEATS

PROHIBITED:• Plant and vegetables• Animals and food of animal origin from Haiti

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No Restrictions Identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No Restrictions Identified.

#### b. TVs/VCRs

No Restrictions Identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No Restrictions Identified.

### 5. FURTNITURE, OVERSIZED

No Restrictions Identified.

### 6. PETS/QUARANTINE

No Restrictions Identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

PROHIBITED

#### a. HAND GUNS

PROHIBITED

#### b. RIFLES/SHOT GUNS

PROHIBITED

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

PROHIBITED

**8. PRIVATELY OWNED VEHICLES (POVs)**

No Restrictions Identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No Restrictions Identified.

**b. MOTOR CYCLES/MOPEDS**

No Restrictions Identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No Restrictions Identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No Restrictions Identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

PROHIBITED

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No Restrictions Identified.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

No Restrictions Identified.

**b. AMATEUR/HAM RADIOS**

No Restrictions Identified.

**c. MARS EQUIPMENT**

No Restrictions Identified.

**d. DISH ANTENNAS**

No Restrictions Identified.

**e. CORDLESS PHONES**

No Restrictions Identified.

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to France should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of France. Additional information on Guadeloupe Import Tax and Custom Fees can be found at <https://www.easyship.com/countries/shipping-to-guadeloupe>

**13. OTHER**

No Restrictions Identified.

## General Instructions: GUAM (GU)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

OTHER: All Navy, Marine Corps, Coast Guard, Army, and DOD civilian personnel being assigned to Guam should be informed that:

- (1) If the shipment does not arrive by the RDD, the service member should be counseled to contact the Navy Housing and Family Service Center for assistance in getting necessary furniture as stated below. Additionally, advise the member that if the shipment missed the RDD they can file a inconvenience Claim against the carrier.
- (2) Household Appliances: Guam is a full JTR weight allowance area for the command-sponsored service members assigned to Guam. However, Government-owned appliances, to include refrigerators, stoves, washers, dryers, and central air conditioning units are provided automatically for Government quarters and upon request (command-sponsored members) for off-base housing. The Housing Department will not remove the Government-owned appliances already in Government quarters. Shipment of the appliances listed above to Guam is neither necessary nor recommended.
- (3) All other furniture support is limited to a maximum period of 90 days unless HHGs are not received within 90 days through no fault of the service member.
- (4) Members should be advised to contact their assigned sponsors before making any final arrangements for shipment of HHGs to Guam. Depending on the size of the family quarters to be assigned, the Housing Office has advised that a standard housing unit has no more than an 8-foot high ceiling with room sizes of about 10 feet by 12 feet, 12 feet by 14 feet, and 8 feet by 10 feet. Due to the limited spaces of the Government housing units, members should be advised to ship only furniture that can be accommodated within the unit spaces.

#### a. WEIGHT RESTRICTIONS

For All Personnel: (1) Accompanied tour: Full JTR weight allowance. (2) Unaccompanied tour: Guam is not a weight restricted area. However, there are Housing requirements IAW the NAVADMIN policies regarding BAH/OHA. All E4s and below are required to occupy barracks at 100%. E4s over 4 years regardless of years served are required to occupy barracks unless accompanied with dependant. In light of this existing requirement, E4s should be advised by the Transportation office at origin not to ship any HHG that cannot fit into a barracks. Service member should be advised to utilize NTS in lieu of shipping HHG to Guam. If service member elects to ship their HHG in lieu of NTS and they do not receive OHA they will be liable for all storage fees after the govt paid temp storage has expired (90-180 days).(CH 03-OCT-2014 SDDC-PAC RB)

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

All UB shipments destined for Guam should be shipped Code J with DPM/AMC as an alternate. DO NOT use DPM Commercial International Air.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Customs forms are not required. Guam is a US Territory. However, Guam is not under US Customs jurisdiction. In order to clear personal property shipments through the Guam Port Authority, a legible detailed copy of the inventory with advance shipping documents is required by Government of Guam Customs.

### 3. CONSUMABLES

#### a. ALCOHOLIC BEVERAGES

Military members, their dependents of legal age (21 years or older) and Department of Defense (DOD) civilians are authorized to import one(1) gallon of alcoholic beverages into Guam. Importation (hand carried or personally procured) of more than one gallon requires a license from Guam's Alcoholic Beverage Control Board. There are no waivers or exceptions for private collections of DoD personnel (military or civilian). Violators of Guam's importation restrictions on alcoholic beverages can be found guilty of a misdemeanor and fined not more than \$10,000 USD. (TCJ9-OH, MO-8/17/20). There are three limited exceptions to this prohibition: (1) A religious organization may import or receive into Guam sacramental wine for use in the religious rites of such religious organization without license; (2) A Consul General, Consul or Vice Consul of a foreign country may import or receive into Guam for private use and consumption; (3) A person arriving in Guam may bring with them not more than once every sixty(60) days for private use and not for sale, alcoholic beverages not exceeding one(1) gallon in quantity without a license.

#### b. CIGARETTES/TOBACCO PRODUCTS



Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

--UNMANNED AERIAL VEHICLES (DRONES): As of 29-Aug-2016, if a drone weighs less than 55 pounds, flies lower than 400 feet, and is for recreational or personal use, then there are no registration processes required. If the drone weighs more than 55 pounds, a customer wants to fly the drone more than 400 feet, or the drone is for commercial or business use, the drone MUST be registered with the FAA on Guam. (CH 29-Aug-2016 SDDC-PAC RB)

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

Huge and/or large furniture items and other nonessential items should be placed in non-temporary storage for the duration of overseas Guam tour.

### 6. PETS/QUARANTINE

Guam is rabies-free. Please be aware that all live animals coming to Guam, regardless of category, REQUIRE AN ENTRY PERMIT. Owners are responsible to ensure that all documents are in order, all requirements are met, and most importantly, copies are provided (facsimile copies and scanned copies are accepted) to Department of Agriculture in advance with the required specifications and veterinarian's signature. All original documents such as the latest Rabies Certificate and Immunization Record, and the original Health Certificate (both with the valid signature of the veterinarian) must be retained and attached to the kennel. Title 10 Guam Code Annotated

Chapter 34 Article 3 states that these animals are required to complete a 120-day confinement in an approved Commercial Quarantine Facility. It is vital to understand that bringing a pet to Guam without a valid Entry Permit can result in imprisonment of the pet owner and a fine not to exceed \$1,000.. It is recommended that pets that are very old, very young (not less than 9 weeks if coming from exempt areas), chronically ill or debilitated, or pets that experience difficulty in hot climates, not be imported into Guam. Pregnant animals past 45 days of gestation, are prohibited entry into quarantine. Other vertebrates, such as skunks, wolves, raccoons, ferrets, etc. are generally prohibited entry into Guam. Step by step process and permits can be found on The Department of Agriculture's website, along with more detailed information regarding applications for entry, required vaccinations, quarantine, quarantine facilities and reservations, post arrival requirements, pet licenses, exemptions, service animals and affidavits for export at [www.doag.guam.gov](http://www.doag.guam.gov). To schedule for clearance at the port of entry contact Guam Customs and Quarantine. There is a fee for this process. The contact telephone number is 671-642-8071/2. (CH USTC Pacific J9, 8FEB24, TF)

## 7. PRIVATELY OWNED FIREARMS (POF)

Recommend avoiding shipping firearms to Guam. Effective immediately, the Government of Guam has imposed the following requirements on the importation of firearms: Members MUST have and possess proof of ownership such as a previous firearms registration. If proof of ownership is not available, an affidavit of ownership with notary seal is acceptable. Members would also need to provide one form of identification (ID) (birth certificate or passport). There is no limit on the number of firearms allowed to be shipped. Members MUST obtain a Guam Firearms ID at the Guam Police Department immediately, pay corresponding fees and register each firearm with the Guam Police Department within 30 days of receipt of firearms. Members will be charged the following: - FBI record check - \$37.00 (paid by cashiers check or money order)- Firearms ID Application - \$20.00 (fingerprinting) and \$25.00 (ID pickup)- Firearm inspection fee - \$5.00 for each firearm- Firearm registration permits fee - \$40.00 each The initial cost to import one firearm is \$127.00. Each additional firearm is \$45.00. Members MUST complete the firearm application and registration process within 30 days of receipt of their firearms. Severe penalties will be imposed to members who do not register their firearms with the Government of Guam. Penalties include jail time and a \$10,000 fine imposed by Government of Guam's Attorney General's office to the member for noncompliance. (CH SDDC-Pac, 13 Jan 2014, MO)\*\* Shipping POFs to the Commonwealth of Northern Mariana Islands (CNMI)\*\* The populated Islands of CNMI are: Saipan, Tinian, Rota, Agrihan, and Alamagan. The only legal weapons authorized into the CNMI are: .22 rifle .223 rifle 410 shotgun --The importation of any/all pistols, or other weapons not listed above is prohibited. Only local law enforcement personnel are authorized to legally possess pistols. --All personnel are advised NOT to ship pistols of any size into the CNMI. (CH SDDC-PAC 20-Oct-2011 RB) PLEASE NOTE: Firearms are stored separately in a Government authorized Container Freight Station (CFS), to be cleared by Guam Customs. Accordingly, the firearm(s) will have to be extracted from the inbound shipment and stored separately. This could delay the receipt of your shipment if not timely cleared. (CH 12-NOV-2020 TCJ9-OH-Pac RB)

### a. HAND GUNS

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### b. RIFLES/SHOT GUNS

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### c. TOY RELATED GUNS

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### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

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## 8. PRIVATELY OWNED VEHICLES (POVs)

Effective May 21, 2007 the Government of Guam's Department of Motor Vehicle has initiated a vehicle registration fee of \$5.00 per vehicle to all Department of Defense members and civilian employees.--EFFECTIVE 01-DEC-2015-- Imported unregistered POVs (i.e.-NEW unregistered POVs) MUST have a VEHICLE SPECIAL PERMIT from the Guam Police Department before a POV can be driven or transported from the POV Port of Entry, per Title 16, Guam Code Annotated, Chapter 7, Sections 7103 (a) and (c). The cost for the VEHICLE SPECIAL PERMIT is \$50 as of 01-Dec-2015. The application for the VEHICLE SPECIAL PERMIT is available at the Guam Police Department's Records and Identification Section office located at 590 South Marine Corps Drive, Suite 120, First Floor, ITC Building, Tamuning, Guam or at the <http://gpd.guam.gov/> website.(CH 17-Dec-2015 SDDC-PAC RB)

### a. POVs (includes data on prohibited vehicles, colors, etc.)

No restrictions. However, Government of Guam applies a four (4) percent use tax on vehicles purchased and imported by members when vehicle is owned less than 90 days. Recommend shipment of a small or medium, well-maintained, rust-free car. Repairs can be made locally but parts are often hard to locate and labor is expensive. Used cars are available for sale, but often have extensive rust damage and sell far above comparative US prices. Transit time ranges between 4-6 weeks from the West Coast and up to 3 months from the East Coast. Rental vehicles are available both on and off-base.

### b. MOTOR CYCLES/MOPEDS

Effective May 21, 2007 the Government of Guam's Department of Motor Vehicle has initiated a vehicle registration fee of \$5.00 per motorcycle to all Department of Defense members and civilian employees.PLEASE NOTE: Motorcycles are stored separately in a Government-authorized Container Freight Station (CFS), to be cleared by Guam Customs. Accordingly, the motorcycle(s) will have to be extracted from the inbound shipment. This could delay the receipt of your shipment if not timely Customs-cleared.(CH 12-NOV-2020 TCJ9-OH-Pac RB)

### c. GASOLINE/CATALYTIC CONVERTERS

Premium and unleaded gasoline are available island-wide.

### d. INSURANCE AND SAFETY REQUIREMENTS

POV safety and emission standards on Guam are the same as CONUS. Guam requires all POVs to pass a safety inspection checking integrity of exhaust system, body, braking power, wheel alignment, lights, horn, and windshield wipers prior to issue of either Guam license or soldiers/sailors relief registration decals.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

a. For all shipments, to include Air Force retirees, destined to the Commonwealth of the Northern Marianas Islands (i.e., Saipan, Rota, Tinian) or the Federated States of Micronesia (i.e., Ponape, Chuuk, Yap, Belau, Kosrae), a OTO Code 4/Code 8 request must be requested to final destination. DO NOT USE DPM. DO NOT, repeat, DO NOT consign these shipments to Guam for onward movement to the ultimate destination. This also includes shipments for Civic Action team members. Annotate PPGBL: 'Carrier will notify ITO, NAVSUP FLCY SITE Guam, at DSN 333-2045, prior to delivery to residence or placing in SIT.' Mail advance documents (Orders, DD1299, PPGBL and/or TCMD, and a legible copy of inventory list) to ITO, NAVSUP FLCY SITE Guam.

b. Personnel contemplating retirement, separation, or relocating dependents to Guam, Commonwealth Northern Marianas Island, and the Federation States of Micronesia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Territory Government.

c. 36 TRNS, Andersen AFB, is the designated intransit port for all unaccompanied baggage shipments originating from Diego Garcia for retirees, separatees, and bluebark members destined for the Philippines. NAVSUP FLCY SITE Guam will request One-Time-Only solicitations for onward movement to the Philippines. All advance documents must be forwarded to: NAVSUP FLCY SITE Guam, PSC 455 BOX 170, FPO AP 96540-1500 GQ.(CH 03-OCT-2014 SDDC-PAC RB)

## 13. OTHER

a. HOUSING: Waiting time for Government quarters is 2 to 5 months, depending on rank, rate, and number of bedrooms required. Adequate TLA accommodations are available off-base. A limited number have kitchen facilities. Linens are provided. Baby cribs are normally not provided; however, a few are available. Local command's hospitality kits have a limited number of utensils. Local power is standard US 110 volt 60 cycle. No modifications required for US type appliances. Color TV is available with programs taped in the US and shown 1 week later. More specific information should be requested from command sponsors.

b. BOATS: Import standards are the same as for CONUS. US Coast Guard inspects boats for sea worthiness. Boats from CONUS should have a manufacturer's certification decal as it eliminates the inspection requirement. Guam customs may collect a 4 percent use tax at time of importation. All boats must be promptly preregistered with the harbor unit of the Guam Police Department. Boat owners have 60 days to ensure they meet Guam boating requirements before registration with the harbor unit is completed. The documents required for registration must be originals or notarized copies proving ownership. Boat trailers are registered with vehicle registration. A safety inspection is required. A manufacturer's statement of origin or a certification of title is required for a trailer license. A Soldier's/ sailor's relief registration decal is acceptable for the trailer. Repair parts for the major American brands are usually available but at a higher price than most CONUS areas. Labor rates are generally higher than in CONUS. Docking, mooring, and storage space is extremely limited. There is a long waiting list for space at the Naval Base Guam Sumay Cove Marina. Commercial space is available but is very limited and expensive. (CH 03-OCT-2014 SDDC-PAC RB)

## General Instructions: GUANTANAMO BAY NAVAL BASE (A2)

### 1. SHIPMENT INSTRUCTIONS

No restrictions identified.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restrictions identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No restrictions identified.

**a. HAND GUNS**

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

No restrictions identified.

**13. OTHER**

No restrictions identified.



## General Instructions: GUATEMALA (GT)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

OTHER: For all DOD shipments:

- (1) In those cases where air movement is recommended, ITOs must follow the appropriate military service procedures for air approval.
- (2) Allow approximately 6 or more weeks for HHG and 4 weeks for UB. Consideration should be given to using INTL/AIR/COMM/DPM if it is felt RDD will not be met by AMC. DPM/Intl air should be routed via La Aurora Airport, Guatemala. AMC has a station manager at the airport.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

- (1) Due to the use of commercial narrow-body aircraft, external shipping containers for Code T shipments moving to/from South and Central America in accordance with PPP-B-601, style A or B, are required, not to exceed 60 inches in height. In accordance with Item 508, International Personal Property Rate Solicitation, special packing arrangements will be authorized by the PPSO for oversize items which will not fit into the restricted height container.
- (2) Cannot exceed door dimensions of a C-130 aircraft, which is: width - 114 inches, height - 105 inches.

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

HHG's and UB shipments should be scheduled to arrive concurrent with the member/employee's arrival.

## 3. CONSUMABLES

No Restrictions Identified.

### a. ALCOHOLIC BEVERAGES

Importation is limited to four bottles.

### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

### c. COSMETICS

No restrictions identified.

### d. FOOD STUFFS AND MEATS

No restrictions identified.

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

## 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

### a. HOME COMPUTERS

No restrictions identified.

### b. TVs/VCRs

No restrictions identified.

### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

## 5. FURTNITURE, OVERSIZED

No restrictions identified.

## 6. PETS/QUARANTINE

A certificate of rabies inoculation is required for all pets arriving in Guatemala. In addition, an import license issued by Guatemalan authorities is required for any pet arriving in Guatemala unaccompanied by its owner. Required documents can be obtained after arrival of employee and/or pet.

## 7. PRIVATELY OWNED FIREARMS (POF)

Personnel planning to import firearms to Guatemala should first check with the administrative officer of the Embassy. Occasionally, the rules are completely suspended by "State of Seige" circumstances. Importation of firearms is restricted by Guatemalan law to the following types of nonautomatic arms:

### a. HAND GUNS

Pistols: 22, 25, 32, 38, 380 caliber, and revolvers: 22, 32, 38 Caliber.

### b. RIFLES/SHOT GUNS

Rifles: 22, 32, 222 and shotguns all gauges permitted.

### c. TOY RELATED GUNS

No restrictions identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Importation and carrier of the following types of arms are prohibited: daggers, blackjacks, brass knuckles, swords, pocket knife with blades exceeding 5 centimeters in length, and similar weapons.

## 8. PRIVATELY OWNED VEHICLES (POVs)

No vehicle with manufacturing date more than 10 years.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) POVs should be shipped to Guatemala City, Guatemala. Prior authorization for shipment is no longer required. (2) Members must have in their possession an original Bill of Sale and/or title of the vehicle or original invoice of the POV. Document must contain name of owner, total value of vehicle, make, model, year, and VIN and/or engine number. POV customs clearance cannot begin before member's arrival in country and subsequent accreditation. (3) Original copy of the Ocean Bill of Lading (OBL) is required prior to receipt of POV in order to initiate foreign ministry and customs clearance. OBL should be mailed by priority mail to Transportation Officer, U.S. ODC, American Embassy, Guatemala City, Embajada de Los EE.UU, Oficina de Customs and Shipping, at Avenida Reforma Reforma 7-01 Zona 10, Ciudad de Guatemala, Guatemala. POC # is commercial 011-502-331-1541, fax 001-502-333-0052. Vehicles should be shipped and consigned to American Ambassador, American Embassy, Guatemala City, Guatemala, FOR: (Name of Member), ODC, POC Phone 331-1541. (4) SPECIAL REQUIREMENTS: Name of owner, VIN or engine

number, color, year, make, and model must be described on the OBL.

#### b. MOTOR CYCLES/MOPEDS

Motorcycles are considered POVS. Members bringing a motorcycle in addition to a POV are subject to a high import tax.

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Members must have third party insurance which is provided by the General Services Office in the Embassy. This is liability insurance. Additional liability insurance and collision insurance are optional.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

#### a. CBS

Importation or utilization of CB radios by DOD personnel is prohibited.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

No restrictions identified.

#### d. DISH ANTENNAS

No restrictions identified.

#### e. CORDLESS PHONES

No restrictions identified.

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Guatemala should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Guatemala.

### 13. OTHER

GSO: Patrick Dignan dignanpg@state.gov Tel:2354 0191FSN:Enrique Olivet  
olivete@state.govTel: +502 2354 0644Guatemala-CS@state.gov

## General Instructions: GUERNSEY (GG)

### 1. SHIPMENT INSTRUCTIONS

For DOS arranged moves: Department of State Consignment. DoS arranged moves "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

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### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

**b. CIGARETTES/TOBACCO PRODUCTS**

"No restrictions identified."

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"Importation is PROHIBITED.

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is PROHIBITED."

10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

11. TRANSMITTING EQUIPMENT

"No restrictions identified."

a. CBS

"No restrictions identified."

b. AMATEUR/HAM RADIOS

"No restrictions identified."

c. MARS EQUIPMENT

"No restrictions identified."

d. DISH ANTENNAS

"No restrictions identified."



**e. CORDLESS PHONES**

“No restrictions identified.”

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation, or relocating dependents to Guernsey should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Guernsey.

**13. OTHER**

None.

## General Instructions: GUINEA (GN)

### 1. SHIPMENT INSTRUCTIONS

For DOS arranged moves: Department of State Consignment. DoS arranged moves "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Conakry Youssof B Camara CamaraYF@state.gov 224 65 10 40 00 x4092 FSN Contact Information: TBD Group Email: ConakryGSOShipping@state.gov

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

20 and 40 ft containers are accepted in Guinea.

#### c. HARD LIFT AREA

Hardlift area for Marine Corps. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

A shipping notice must be cabled to American Embassy Conakry within three days of shipment giving the airway bill number, number of pieces, gross weight, flight number, and ETA. Size and weight restrictions are 2 meters length X 1 meter width X 1 meter height, 330 pounds or 150 kilograms. UAB shipments can be shipped to Conakry prior to arrival of employee.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

HHG, UB and POV should be sent in advance before the employee's arrival at post. If the shipping office receives all the documentation in advance the process company normally clears and delivers HHG and POV from the port within 10 working days. The Original Bill of Lading, the invoice, the complete packing list, the employee Travel Authorization and the title for POV should be sent via DHL to: American Embassy Conakry, ATTN: American Ambassador, 2nd Blvd and 9th Avenue, American Embassy, PO Box 603, Republic of Guinea West Africa., Tel: 224-41-15-20/21/23 ATTN: GSO/Shipping.

### 3. CONSUMABLES

JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Conakry, Guinea as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Alcoholic beverages should be shipped with HHG or UB. The Foreign Ministry states quantities imported should not exceed a reasonable amount for personal use.

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

Power in Guinea is 220 volt 50 hertz.

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

## 5. FURTNITURE, OVERSIZED

"No restrictions identified."

## 6. PETS/QUARANTINE

Entry of pets is authorized. No quarantine period is required. Health certificate issued not more than 10 days prior to departure is required. Certificate must be signed by a registered veterinarian and state animal is free from infectious/contagious diseases, particularly rabies. A rabies certificate not older than 6 months but not more recent than 1 month is also required and should include owner's name, complete description of pet, actual departure time and a statement the pet has not bitten anyone within 15 days prior to departure to Guinea. A valid shot record and veterinarian health certificate not more than 10 days old is required before departure by Guinean customs.

## 7. PRIVATELY OWNED FIREARMS (POF)

Shotguns for hunting are the only firearms which may be imported legally into Guinea. Shotguns not to exceed a total of three. Firearms must be packed and itemized separately on packer's inventory since they will be retained by customs authorities until the owner has obtained a license. It is recommended they be sent as a separate shipment and not co-mingled with other household effects.

### a. HAND GUNS

"Importation is PROHIBITED."

### b. RIFLES/SHOT GUNS

Shotguns for hunting are the only firearms which may be imported legally into Guinea. Shotguns not to exceed a total of three. Firearms must be packed and itemized separately on packer's inventory since they will be retained by customs authorities until the owner has obtained a license. It is recommended they be sent as a separate shipment and not co-mingled with other household effects.

### c. TOY RELATED GUNS

"No restrictions identified."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

POVs are required to have current and valid registration. Post requires previous title or ownership registration card/or invoice copy in the name of the employee to register a POV. Staff members are only allowed one duty free POV, Unaccompanied Diplomatic or counselor officers may only import or purchase one vehicle duty free.

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified." for motorcycles. No restrictions exist on mopeds as they are not considered vehicles.

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

Local vehicle insurance is required at the time a vehicle is registered. The average rate of insurance for a sedan is \$75.00 per year, for a 4X4 \$100.00 per year. Third party liability insurance is required but not very expensive.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation, or relocating dependents to Guinea should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Guinea.

## 13. OTHER

ITGBL Local Agents. Country: Guinea Post: Conakry Bureau: AF Local Agents: 2) AGS  
FRASERS GUINEE POC Michel GIOVANNUCCI TEL 00 224 62 35 72 7300 224 63 40 72  
73 Email manager-Guinee@agsmovers.com Email address for US agent contact:  
ITGBL Africa@agsmovers.com 3) DHL Global Forwarding POC: Mr. Boubacar Toure, Logistics  
and Fret Supervisor Tel: (00224) 30 41 48 90 Cell: (00224) 64 40 03 04 Email:  
Boubacar.toure@dhl.com 1) Sogifret, Guinea POC: Mr. Ibrahima Kalil Beret, General  
Director Tel: (00224) 30 47 70 36 Cell: (00224) 64 22 41 34 / 60 2561 19 Email:  
sogifret@sotelgui.net.gn

## General Instructions: GUINEA-BISSAU (GW)

### 1. SHIPMENT INSTRUCTIONS

For DOS arranged moves: Department of State Consignment. DoS arranged moves "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Bissau Paul Pousette; Reaz Mehdi Pousette PP@state.gov; Mehdi RK@state.gov Tel: 77 333 3633 FSN Contact Information: Amadou Fadel Cisse Cisse AF@state.gov 221-33-879-4885; Cell: 77-333-

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

20 and 40 ft containers are accepted in Guinea.

#### c. HARD LIFT AREA

Hardlift area for Marine Corps. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

A shipping notice must be cabled to American Embassy Conakry within three days of shipment giving the airway bill number, number of pieces, gross weight, flight number, and ETA. Size and weight restrictions are 2 meters length X 1 meter width X 1 meter height, 330 pounds or 150 kilograms. UAB shipments can be shipped to Conakry prior to arrival of employee.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

a. ALCOHOLIC BEVERAGES

"No restrictions identified."

b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

c. COSMETICS

"No restrictions identified."

d. FOOD STUFFS AND MEATS

"No restrictions identified."

e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

4. ELECTRICAL EQUIPMENT

"No restrictions identified."

a. HOME COMPUTERS

"No restrictions identified."

b. TVs/VCRs

"No restrictions identified."

c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

5. FURTNITURE, OVERSIZED

"No restrictions identified."

6. PETS/QUARANTINE

"No restrictions identified."

7. PRIVATELY OWNED FIREARMS (POF)

Importation is PROHIBITED."

a. HAND GUNS

Importation is PROHIBITED."



**b. RIFLES/SHOT GUNS**

Importation is PROHIBITED.”

**c. TOY RELATED GUNS**

Importation is PROHIBITED.”

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

Importation is PROHIBITED.”

**8. PRIVATELY OWNED VEHICLES (POVs)**

Importation is PROHIBITED.”

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

“No restrictions identified.”

**b. MOTOR CYCLES/MOPEDS**

“No restrictions identified.”

**c. GASOLINE/CATALYTIC CONVERTERS**

“No restrictions identified.”

**d. INSURANCE AND SAFETY REQUIREMENTS**

“No restrictions identified.”

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

“No restrictions identified.”

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

“No restrictions identified.”

**11. TRANSMITTING EQUIPMENT**

“No restrictions identified.”

**a. CBS**

“No restrictions identified.”

**b. AMATEUR/HAM RADIOS**

“No restrictions identified.”

**c. MARS EQUIPMENT**

"No restrictions identified."

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No Restrictions Identified.

### 13. OTHER

ITGBL Local Agents:Country: Guinea-BissauPost: Bissau Bureau: AFLocal Agents:1) AGS  
Frasers SenegalAv. Malick SyBP: 2704 - Dakar, Senegal Carretera delAeropuerto, KM  
4.Malabo.Guinea Ecuatorial.POC: Jean Noel BoulnoisTel: 221 822 54 30Cell: 221 637 72  
80Email: tdicasal@orange.sn2) Transit Fret (Transfret):AGENCE GUINEE BISSAURUA  
General Omar TorrijoNo. 33 BissauTel: +245 20 74 05Fax: +245 20 74 06EMAIL:  
Transfret@yahoo.ca

## General Instructions: GUYANA (GY)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

The JFTR/JTR identifies Georgetown, Guyana as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010) A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

## 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

### a. HAND GUNS

No restrictions identified.

### b. RIFLES/SHOT GUNS

No restrictions identified.

### c. TOY RELATED GUNS

No restrictions identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No restrictions identified.

## 8. PRIVATELY OWNED VEHICLES (POVs)

No restrictions identified.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

No restrictions identified.

### b. MOTOR CYCLES/MOPEDS

No restrictions identified.

### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

### d. INSURANCE AND SAFETY REQUIREMENTS

No restrictions identified.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

## 11. TRANSMITTING EQUIPMENT

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Guyana should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Guyana.

**13. OTHER**

No restrictions identified.

## General Instructions: HAITI (HT)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

- a. Embassy requires an advance copy of the PPGBL commercial bill of lading/inventory to expedite local customs clearance. Surface shipments require Haitian consular clearance via US Dispatch Agent who obtains consular clearance for all shipments from CONUS. Shipments from other countries require counselor clearance from nearest Haitian Consulate, if available.
- b. Port of Discharge: Port-AU Prince.
- c. Marking Instructions and Consignee Address  
American Ambassador      American Embassy      Port-au-Prince, Haiti      (Employee Name)

d. POV/HHE can be routed via us Dispatch Agent Miami or Direct commercial lines. e. Shipments can be cleared and temporarily stored prior to employee's arrival but customs clearance procedures will begin only when post receives original bill of lading for HHG/POV or air waybill for UAB shipments plus packing list for each shipment of personal effects. Please that it is a must to have the packing list to clear UAB and HHE shipments through customs. f. Packing lists for UAB/HHE shipments must be forwarded to Post ASAP, Marked for GSO/Shipping, To avoid customs delay. g. For Supply (SUP) shipments, detailed list with prices must be forwarded to GSO/Shipping as well as the original bill of lading, or attached to the airway bill for air shipment. Should these paperwork be not available, the P.O. Number must be shown on the body of the bill.

### 3. CONSUMABLES

The JFTR/JTR identifies Haiti as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010) A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

There are no import restrictions on alcoholic beverages or other items intended for the personal use of diplomatic personnel.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.



**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

Importation of animals, household pets is authorized. It is required to provide a veterinarian's statement that pet is in good health and has a current Certificate of Vaccination for rabies. N. B. Macaws, monkeys and parrots are prohibited.

**7. PRIVATELY OWNED FIREARMS (POF)**

Firearms may be imported in employee's HHE, provided COM's Authorization has been obtained prior to shipment. Employees who wish to import firearms should contact the RSO for details of post firearms policy.

**a. HAND GUNS**

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

NOTE: Effective 15 July 2014, US Military Service members with DOD Orders to Office of Security Cooperation (OSC); Formerly referred to as US MILGROUP, are no longer authorized to ship POV's to Haiti. For further details contact US Embassy Assistant GSO:A/GSO Michael BrownEmail: BrownME@state.govPhone: +509-2229-8607

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

(1) Ship in sea containers. One POV may be imported duty-free. Vehicles should be unpretentious in appearance. Specific and up-to-date information should be obtained from the sponsoring country prior to shipment of POV. Recommend POVs be shipped to Port-au-Prince where US Embassy Customs officer will arrange for pick-up. (2) If clarification is needed on procedures for shipping a POV to Haiti, you may contact the US Embassy Customs Officer at 509-221-1104. In order to complete customs procedures for importing a vehicle, American Embassy Haiti must have an original bill of sale or a dealer's invoice listing all options and giving the total value of the vehicle. This invoice, along with the Certificate of Origin and Bill of Lading(B/L) must be submitted to: Customs/Shipping Unit American Embassy Port-au-Prince, Haiti FAX: (509-222-1579)

(3) Employees should specify that vehicles be shipped and consigned to: (NOTE: DO NOT USE THE FOLLOWING ADDRESS TO MAIL DOCUMENTS, USE THIS ADDRESS ONLY TO SHIP VEHICLE)

Name of owner American Embassy Port-au-Prince, Haiti ATTN: GSO/Customs-Shipping Unit Phone: (509-221-1104) FAX: (509-222-1579) (4) SPECIAL REQUIREMENTS: Name of owner, VIN number or engine number, color, make, and model must be described on the original Bill of Lading (B/L). Copies of the B/L should be provided by faxed to post or USMILGRP. Original of B/L should be mailed to address on subparagraph "2" above.

#### b. MOTOR CYCLES/MOPEDS

Motorcycles/mopeds can be imported in personal property. They are not considered POVs. Importation is duty-free.

#### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded fuel is now available country-wide, including at the Embassy's duty free fuel pump. It is thus no longer necessary to remove catalytic converters. Employee must provide title and/or invoice of vehicle to allow timely clearance. For official vehicle (OFV): Certificate of Title or Commercial Invoice must be provided. Failure to provide these paperworks in advance will delay the clearance process.

#### d. INSURANCE AND SAFETY REQUIREMENTS

No restrictions identified.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No restrictions identified.

#### a. CBS

May be imported. However, a local license is required for CB/MARS/AMATEUR radio operation. A tax is assessed on maximum output power of radio.

#### b. AMATEUR/HAM RADIOS

May be imported. However, a local license is required for CB/MARS/AMATEUR radio operation. A tax is assessed on maximum output power of radio.

#### c. MARS EQUIPMENT

May be imported. However, a local license is required for CB/MARS/AMATEUR radio operation. A tax is assessed on maximum output power of radio.

#### d. DISH ANTENNAS

No restrictions identified.

#### e. CORDLESS PHONES

No restrictions identified.

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Haiti should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Haiti.

### 13. OTHER

No restrictions identified.

# General Instructions: HEARD ISLAND AND MCDONALD ISLANDS (HM)

## 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

### a. WEIGHT RESTRICTIONS

No restrictions identified.

### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

### c. HARD LIFT AREA

No restrictions identified.

### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

## 3. CONSUMABLES

No restrictions identified.

### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: HONDURAS (HN)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

All Government and commercial bills of lading covering shipments of household goods and POVs to Honduras for personnel assigned to Honduras Mission will include the appropriate service mission in the consignee's address and remarks (US Army Mission to Honduras) to permit duty-free entry into Honduras. Members of Armed Forces Mission are exempt from payment of port handling charges and customs duties.

### 3. CONSUMABLES



No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

Importation is limited to one litre per adult in family.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

Request for entry must be conducted through appropriate mission prior to shipment.

**a. HAND GUNS**

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

NOTE: EFFECTIVE MARCH 12, 2007 THE GOH APPLIED A NEW REGULATION WHICH RESTRICTS THE IMPORTATION OF ANY VEHICLE OVER TEN (10) YEARS OLD (BEGIN COUNTING THE YEAR OF THE CAR AS YEAR ONE -1), FOR BUSES, PICK UPS, DUMP TRUCKS WHICH ARE RESTRICTED TO OVER THIRTEEN (13) YEARS, AND THOSE CONSIDERED TO BE CLASSIC COLLECTIBLE CARS ( IN ACCORDANCE WITH INTERNATIONAL PRACTICE, ARE VEHICLES MANUFACTURED AT LEAST TWENTY FIVE (25) YEARS AGO). THE MANUFACTURER MUST CERTIFY IT AS SUCH AND THAT IT ONLY BE USED FOR PRIVATE EXHIBITIONS OR MUSEUMS. IMPORTATION IS RESTRICTED ALSO TO ANY OTHER TYPE OF LAND MOTOR VEHICLE FROM ANY YEAR THAT HAS BEEN REBUILT OR WITH THE STEERING WHEEL ON THE RIGHT; THE REVENUE BUREAU (DEI) SHALL ENSURE STRICT COMPLIANCE WITH THIS MEASURE. NOTE 2: (OOFK) Shipment of POV is not authorized for any service member assigned to Soto Cano AB(JTF-B)

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

(1) Duty-free entry for mission personnel only. (A) Chiefs of Mission, Minister Counselors, Counselors, Secretaries and Military Attaches: Two vehicles with no limit on engine size (B Civil, Commercial, Economic, cultural, Labor, and Press Attaches: One vehicle with no limit on engine size. This category includes Military personnel (other than military attaches) at grade levels 01 through 06 (C) Technical and administrative personnel: One vehicle with no limit on engine size. All enlisted military personnel are included in this category. Vehicles may be driven to Honduras from CONUS via Pan American Highway. Local clearance is available. Vehicles should not be ostentatious. Military personnel are furnished license plates upon application without cost to the individual. Specific and up-to-date information should be obtained from the sponsoring country prior to shipment of POV. POV's should be shipped inside a container to prevent damage or pilferage while awaiting movement from port of entry. (2) In order to complete customs procedures for importing a vehicle, the American Embassy must have the original bill of sale or a dealer's invoice listing all options and giving the total value of the vehicle. This invoice, along with the Certificate of Origin and Bill of Lading (B/L) must be submitted to the Government of Honduras. (3) Vehicles should be shipped and consigned to: Consignee: American Embassy (Agent Name) Member Name Tegucigalpa, Honduras Telephone Number: (504) 236-9320 (4) SPECIAL REQUIREMENTS: Name of owner, VIN number or engine number, color, make, and model must be described on the original B/L. Copies of B/L should be provided by FAX to American

Embassy. Original of B/L should be mailed by international courier (D.H.L., FEDEX, or UPS) to American Embassy, Tegucigalpa, Honduras, telephone: (504) 236-9320 ext. 4269, FAX No. (504) 238-6912, e-mail address: OTHER REQUIREMENTS: IN ORDER TO FACILITATE DUTY FREE ENTRY OF A POV, EMPLOYEES ASSIGNED TO THIS MISSION MUST OBTAIN PERMISSION IN ADVANCE FROM THE JOINT MANAGEMENT OFFICER (JMO) BY COMPLETING THE FORM (GSO-01): <http://Tegucigalpa.state.gov/gsoforms.htm> THE REQUEST SHOULD INCLUDE: YEAR, MAKE, MODEL, COLOR, VIN NUMBER AND NUMBER OF CCS OF THE POV. IN ADDITION TO EMPLOYEES NAME, AGENCY, GRADE, RANK, OR DIPLOMATIC TITLE AND DATES OF TOUR OF DUTY. A COPY SHOULD BE SENT TO THE CUSTOMS & SHIPPING OFFICE ADDRESSED TO OLGA AGUILUZ OR FRANK DIAZ, IN ADDITION TO THE BILL OF SALE AND CERTIFICATE OF TITLE.

#### b. MOTOR CYCLES/MOPEDS

May be shipped as HHG.

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

No restrictions identified.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No restrictions identified.

#### a. CBS

No restriction provided CB arrives in HHG shipment or via APO. Host country approval is required for operation. Army members must have approval from overseas commander prior to shipment (AR 105-4).

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

No restrictions identified.

#### d. DISH ANTENNAS

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Honduras should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Honduras. Shipments for retirees or separatees will be shipped under OTO program.

**13. OTHER**

No restrictions identified.

## General Instructions: HONG KONG (HK)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.d.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

OTHER: Outbound Shipments: Authorized outbound shipments from Hong Kong for US Military and DOD civilians not assigned duty within Hong Kong must be handled in accordance with applicable service regulations. This is a one-time-only(OTO) rate area. Submit a request for OTO Code 4, HHG in DPS. Documents signed by the member are forwarded to the Hong Kong agent who is authorized to process that shipment. Documents include DD Form 1299, seven(7) copies of PCS orders and personal property Government bill of lading. A copy of the SDDC OTO award message designating the Hong Kong agent will be included. For members not authorized duty-free entry of the personal property into the customs territory of the US, submit Form 3299 and Form 1253/1353-1 marked "shipment requires US customs duties associated with their shipment." NOTE: The Hong Kong GSO supports the following DoD Offices: Office of Liaison Administration Ship Support Office Marine Corps Security Guards(CH 04-MAR-2019 TCJ4-HB-PACIFIC RB)

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. Shipments from CONUS do not require US Dispatch agent clearance. Please contact Post in advance of shipping HHG, UB and POV to Hong Kong, and provide copy of the customer's diplomatic passport (bio-page) for Customs clearance of shipments upon shipment arrival. Original Commercial Bill of Lading on HHG and POV should reach GSO Customs and Shipping Office prior to shipment arrival. Post also accepts Express Release Bill of Lading. (CH 18-Feb-2016 SDDC-PAC RB)b. HHG/UB/POV: Mail PPGBL/Commercial Bill of Lading/AWB/inventory to Hong Kong ITGBL agent. Info copy of documentation should be emailed to GSO Customs and Shipping Office, email: gso\_hongkong@state.gov no later than 2 weeks prior to the arrival of ship/flight into Hong Kong.PLEASE NOTE: POV MUST NOT arrive in Hong Kong prior to the customer's arrival. HHG and UB should not arrive in Hong Kong prior to the customer's arrival unless special arrangements have been made with the US Embassy GSO.(CH 18-Feb-2016 SDDC-PAC RB)

## 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND-City is an Authorized Consumable Goods Allowance Location.(CH 05-May-2021 TCJ9-OH-PAC RB)

### a. ALCOHOLIC BEVERAGES

It is not necessary to import liquor into Hong Kong. There are no restrictions on importation in personal property for personal consumption according to diplomatic courtesy but all liquors must be specifically itemized (including number of bottles, type, brand, volume, percentage of alcohol, price per bottle in HKD, country of origin) and be provided to Post prior to arrival of shipment as tax exemption must be processed through local authorities. Including alcoholic beverages in HHG or UB will cause delayed arrival of shipment due to required Customs clearances.(CH 18-Feb-2016 SDDC-PAC RB)

### b. CIGARETTES/TOBACCO PRODUCTS

It is not necessary to import into Hong Kong. There are no restrictions on importation in personal property for personal consumption according to diplomatic courtesy but all cigarettes or tobacco products must be specifically itemized (including type, brand, value, quantity and country of origin) and be provided to Post prior to arrival of HHG or UB shipment as tax exemptions must be processed through local authorities. Including cigarettes and tobacco products in HHG or UB will cause delayed arrival of shipment due to required Customs clearances. (CH 18-Feb-2016 SDDC-PAC RB)

### c. COSMETICS

No restrictions identified.

### d. FOOD STUFFS AND MEATS

Meat, game, poultry and eggs are prohibited. There is a weight limitation for rice, not to exceed than 15 kgs. For more details, please visit the Hong Kong Government's website: [http://cfs.gov.hk/english/import/import\\_ifc.html](http://cfs.gov.hk/english/import/import_ifc.html).(CH 21-May-2019 TCJ4-HB RB)

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT****a. HOME COMPUTERS**

No restrictions. However, transceivers require a license which the owner can usually obtain by applying through the General Post Office.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions, however, large furniture items (i.e.-King beds, piano, large-screen televisions, etc.) normally do not fit in apartment elevators. (CH 18-Feb-2016 SDDC-PAC RB)

**6. PETS/QUARANTINE**

There is a 1 to 6 month quarantine period for pets depending on the country of origin. Import special permit must be obtained by writing to Agriculture, Fisheries and Conservation Department, 5/F., Cheung Sha Wan Government Office, 303 Cheung Sha Wan Road, Hong Kong prior to arrival. Information covering breed, age, sex, color, and shipment data will be required. Only Hong Kong Government kennels are provided. For further information or inquiry, please visit the following website: [www.afcd.gov.hk](http://www.afcd.gov.hk)(CH 18-Feb-2016 SDDC-PAC RB)

**7. PRIVATELY OWNED FIREARMS (POF)**

Prohibited in Hong Kong.

**a. HAND GUNS**

Importation is PROHIBITED.(CH 21-May-2019 TCJ4-HB RB)

**b. RIFLES/SHOT GUNS**

Importation is PROHIBITED.(CH 22-May-2019 TCJ4-HB RB)

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

Importation is PROHIBITED.(CH 21-May-2019 TCJ4-HB RB)

## 8. PRIVATELY OWNED VEHICLES (POVs)

### a. POVs (includes data on prohibited vehicles, colors, etc.)

ENTIRE SECTION UPDATED ON 19-FEB-2016 (SDDC-PAC RB)

1. There are several good reasons not to ship a Privately-Owned Vehicle (POV) to Hong Kong:

- a. Public transportation is excellent.
- b. Public parking facilities are scarce and expensive.
- c. Hong Kong uses a right-hand drive system and requires POVs meet U.K. specifications.

2. Because of the very stringent requirements imposed by the Hong Kong Government, the cost of modifications, and the uncertainty the modifications will bring the POV up to required standards, Post will NOT approve the importation of LEFT-HAND DRIVE POVs (i.e. American style).

- a. Many employees wait until after their arrival at Post to assess their need for a POV, then buy a POV locally if needed.
- b. Japanese and European cars are the most popular, and parts and maintenance facilities for them are readily available. Though the current used car market is particularly buyer-friendly, fewer than half of Hong Kong Mission personnel have POVs. Many who DO own a POV in Hong Kong find insurance coverage somewhat higher than in the U.S.

3. Given the above, if you seek to ship a right-hand POV to Hong Kong, please first contact the GSO Shipping and Customs Office, email: [gso\\_hongkong@state.gov](mailto:gso_hongkong@state.gov), and provide the following information:

- a. Make, Model, Year of POV
- b. Number of cylinders, displacement (in cubic centimeters or cubic inches)
- c. Chassis number, engine number and engine model

After you have submitted the above information, GSO Customs and Shipping will research the POV specifications to determine compatibility to similar POVs in Hong Kong, and eligibility for importation. GSO Customs and Shipping personnel will inform you of their findings.

4. DO NOT ship a POV to Hong Kong without specific permission from Post. If your POV shipment is approved for importation, the Hong Kong Government will require certification your POV is in compliance with the emission control standards of Hong Kong.

- a. Customers may apply for an exemption of emission control and noise control based on diplomatic courtesy. The exemption process usually it takes approximately 2- 4 weeks.

5. Only unleaded gasoline is available in Hong Kong. DO NOT remove catalytic converters.

6. Mail POV shipping documents, including the original Bill of Lading to General Services Officer, US Consulate General, PSC 461 Box 9, FPO AP 96521-0006 to arrive NO LATER THAN 2 weeks prior to the anticipated arrival of the POV into Hong Kong.

7. Trucks, vans and pickup models are considered commercial POVs and may not be imported into Hong Kong.

8. POVs with tinted windows cannot be registered.

9. The POV owner must have purchased the POV more than six months prior to arrival at Post or licensing will be denied. In addition, the owner should have been issued a valid driver's license and resided for at least six months in the country where the POV was last registered.

10. POVs require a thorough mechanical and safety inspection before being registered in Hong Kong. Due to the stringent inspection process, successful POV registration may take between 4 - 6 months if all inspection requirements are met.

11. When the owner of an imported POV departs Post, the POV cannot be sold to a local resident. The POV can only be sold to diplomatic personnel assigned to Hong Kong, exported, or disposed of.

12. POVs 6 years old or older must undergo inspection annually prior to the renewal of POV registration.

- b. Anyone who cannot ship a POV to Hong Kong, because of the above requirements or restrictions, should request Service approval for POV storage. No storage facilities for POVs exist at Post.
- c. For further information or inquiry, please feel free to contact the GSO Customs and Shipping Office, email:[gso\\_hongkong@state.gov](mailto:gso_hongkong@state.gov)



**b. MOTOR CYCLES/MOPEDS**

Motorcycle/mopeds must be shipped separately as POVs and are imported duty-free.

**c. GASOLINE/CATALYTIC CONVERTERS**

Do not remove catalytic converters. Unleaded gasolines is available at all gas stations in Hong Kong.

**d. INSURANCE AND SAFETY REQUIREMENTS**

Insurance is required. The estimated cost of obtaining vehicle insurance in Hong Kong is approximately HK\$5,000.00.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

Importation is PROHIBITED.(CH 21-May-2019 TCJ4-HB RB)

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

No restrictions. However, transceivers require a license which the owner can usually obtain by applying through the General Post Office.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions. However, transceivers require a license which the owner can usually obtain by applying through the General Post Office.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement/separation/designated location in Hong Kong should be counseled that all custom entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Hong Kong.

### 13. OTHER

POC for local agents: Crown Relocations & Santa Fe Relocation Services

## General Instructions: HOWLAND ISLAND (XH)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

OTHER: Outbound Shipments: Authorized outbound shipments from Hong Kong for US Military and DOD civilians not assigned duty within Hong Kong must be handled in accordance with applicable service regulations. This is a one-time-only(OTO) rate area. Submit a request for OTO Code 4, HHG. Documents signed by the member are forwarded to the Hong Kong agent who is authorized to process that shipment. Documents include DD Form 1299, seven(7) copies of PCS orders and personal property Government bill of lading. A copy of the SDDC OTO award message designating the Hong Kong agent will be included. For members not authorized duty-free entry of the personal property into the customs territory of the US, submit Form 3299 and Form 1253/1353-1 marked "shipment requires US customs duties associated with their shipment."

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

**2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS**

No Restrictions Identified.

**3. CONSUMABLES**

No Restrictions Identified.

**a. ALCOHOLIC BEVERAGES**

No Restrictions Identified.

**b. CIGARETTES/TOBACCO PRODUCTS**

No Restrictions Identified.

**c. COSMETICS**

No Restrictions Identified.

**d. FOOD STUFFS AND MEATS**

No Restrictions Identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No Restrictions Identified.

**4. ELECTRICAL EQUIPMENT**

No Restrictions Identified.

**a. HOME COMPUTERS**

No Restrictions Identified.

**b. TVs/VCRs**

No Restrictions Identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No Restrictions Identified.

**5. FURTNITURE, OVERSIZED**

No Restrictions Identified.

**6. PETS/QUARANTINE**

No Restrictions Identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No Restrictions Identified.

**a. HAND GUNS**

No Restrictions Identified.

**b. RIFLES/SHOT GUNS**

No Restrictions Identified.

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No Restrictions Identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No Restrictions Identified.

**b. MOTOR CYCLES/MOPEDS**

No Restrictions Identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No Restrictions Identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No Restrictions Identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No Restrictions Identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No Restrictions Identified.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

No Restrictions Identified.

**b. AMATEUR/HAM RADIOS**

No Restrictions Identified.

**c. MARS EQUIPMENT**

No Restrictions Identified.

**d. DISH ANTENNAS**

No Restrictions Identified.

**e. CORDLESS PHONES**

No Restrictions Identified.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

No Restrictions Identified.

**13. OTHER**

No Restrictions Identified.

## General Instructions: HUNGARY (HU)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged moves: Consignment: 1. DO NOT CONSIGN HUNGARY SHIPMENTS TO 86 LRS FOR PERSONNEL ASSIGNED TO U.S. Embassy/Consulate Hungary or Military-to-Military exchange programs. Origin JPPSOs/PPSOs will only consign shipments to (WKFS) 86 LRS, CPPSO-KAISERSLAUTERN, DE. for personnel with official orders to Papa Air Base, Hungary. Refer to GBLOC WKFS for further instructions. Shipments will be consigned to member or member's agent at destination address or unit of assignment. Official address is Organization, Unit 9905, APO AE 09745.2. DO NOT SHIP VIA DPM. DO NOT USE GERMANY (DE) RATES. Shipments will be OTO consigned to member or member's agent at destination address or unit of assignment. Annotate PPGBL for shipments assigned to Papa AB, Hungary only: "Carrier will notify CPPSO-KAISERSLAUTERN, DE, at DSN: 314-489-7727 or commercial at +49-631-536-7727, prior to delivery to residence or placing in SIT. Consign shipment to: UCFS., Aviano AB Italy. HHGs Consignment questions (Including POVs) should be directed to UCFS. For DOS arranged moves:

Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: BudapestA/GSO Brandon Coldwell coldwellbs@state.gov +361-475-4072; +36 1-475-421 FSO Contact Information: Daniel Vero verod@state.gov Tel: +361-475-4277 Group Email: BudapestGSOShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

DOD arranged movesFor shipments going to Papa AB, Hungary, customs form AE Form 302 will be requested and completed by 950th Transportation Battalion, Bremerhaven at email addresses: (usarmy.bremerhaven.598-trans-bde.list.950th-cargo-control-group@mail.mil) and (ursula.b.kappler2.ln@mail.mil) upon receipt of the following information from the TSP or agent: cargo description, pieces and weight, soft copy of GBL, correct delivery address including APO#, POC name and POC phone number.DOD arranged MovesDO NOT PLACE SHIPMENTS IN SIT AT ORIGIN, allow shipments to continue to move forward. AF members stationed at Papa AB will be required to obtain a residency permit prior to delivery at destination. To avoid delivery delay of personal property, AF members stationed at Papa AB are required to have a no-fee official passport issued prior to arrival. Members need to contact their servicing Military Personnel Flight with questions.DOS arranged MovesA Hungarian customs official is on hand when unaccompanied baggage air and surface shipments are delivered. It is, therefore, highly advisable to prepare a complete inventory of effects brought into Hungary and be prepared to submit complete inventories upon arrival and departure. One advance copy of the inventory should be forwarded to GSO, American Embassy, Budapest, for translation into Hungarian. Incoming shipments cannot be custom cleared until member is physically present on station and registered with the Hungarian authorities. Due to mail lag time often experienced by American Embassy Budapest, origin shipping office should forward message to TWX address providing member's name, destination carrier (to include the mail and telex address), shipment date, and PPGBL and airway bill number.

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS



"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

Serial numbers are required for ALL electronic equipment for customs clearance.

#### a. HOME COMPUTERS

No restrictions 220V.

#### b. TVs/VCRs

"No restrictions 220V.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

Pets are not subject to quarantine, but dogs and cats must have all shots up-to-date at least 30 days prior to departure. EU Form 988, bilingual Veterinary Certificate is required. (The rabies shot must be at least 30 days old, but not older than 1 year.) The certificate must be issued within 10 days prior to arrival in Hungary. The requirement is for a microchip and if the requirement is not met upon arrival the pet will be quarantined at the owner's house until the requirement is met. Attached is the latest TM-2 info on pets. 21. Pet information: There are up to four requirements for importing dogs and cats into Hungary, depending on one's shipping point of origin: A) Physical identification requirements. The pet must have a implanted microchip for identification. Hungary uses the 11784 ISO or 11785 ISO microchip standard. If the microchip follows another standard the owner of the pet must provide a scanner able to read the implanted device. To date, pet owners arriving from the USA have not experienced problems meeting the identification requirements, but owners may wish to bring this microchip standard requirement to the attention of their veterinarian. B. Pet Passport or EU Veterinary Certificate. Pets shipped from EU countries are expected to have pet passports issued by an authorized Veterinarian. When importing pets from the USA, a completed EU Form 988, veterinary certificate can be substituted for a pet passport. A blank copy of this certificate can be obtained on the GSO page of post's intranet website at (<http://budapest.state.gov>) or from post's shipping assistants (VeroD@state.gov or FassyB@state.gov). C. Rabies vaccinations. The pet should be inoculated at the age of 3 months. The inoculation should be repeated annually. The most recent rabies vaccination should have been completed at least 30 days prior to the pet's date of arrival in Hungary. Pet owners must carry with them an official record of these vaccinations (whether in a pet passport or international health certificate). D. Blood test. A blood test is NOT required for pets coming from EU countries, the USA, Australia, Barbados, Bahrain, Bermuda, Canada, Croatia, Jamaica, Japan,

Mauritius, New Zealand, Russia, and Singapore. A blood test is required for pets coming from other countries. For further information, please contact post's shipping assistants (VeroD@state.gov or FassyB@state.gov). E. Quarantine. If the pet does not comply with the above listed requirements then quarantine may be ordered at the house of the owner until all the necessary requirements are fulfilled. Other pets. If you are planning to ship more exotic pets, please check with the CLO or the closest Hungarian embassy or consulate. Hungary is a signatory to The Washington Convention on International Trade in Endangered Species of Wild Flora and Fauna. Pet food and supplies. The Commissary stocks dog and cat food and kitty litter. These items may also be purchased locally. You should consider bringing unique specialty pet supplies in your HHE. When providing post with your initial information, please indicate whether or not you intend to bring a pet to post and confirm your pet status in your subsequent arrival cables.

## 7. PRIVATELY OWNED FIREARMS (POF)

Hungarian law only allows one shotgun or one rifle to be imported for hunting purposes. Serial/model numbers and caliber information must be provided to the Regional Security Officer (RSO) and General Service Officer (GSO) in advance. A permit must be obtained for all firearms BEFORE importation is possible. If permit is not available at the time of importation, weapon will be confiscated by the customs official. It will remain in their custody until the member can show a valid permit or leaves Hungary, whichever is sooner. No firearms may be imported for personal use without prior approval from the ambassador.

### a. HAND GUNS

"Importation is PROHIBITED."

### b. RIFLES/SHOT GUNS

Hungarian law only allows one shotgun or one rifle to be imported for hunting purposes. Serial/model numbers and caliber information must be provided to the Regional Security Officer (RSO) and General Service Officer (GSO) in advance. A permit must be obtained for all firearms BEFORE importation is possible. If permit is not available at the time of importation, weapon will be confiscated by the customs official. It will remain in their custody until the member can show a valid permit or leaves Hungary, whichever is sooner. No firearms may be imported for personal use without prior approval from the ambassador.

### c. TOY RELATED GUNS

"No restrictions identified."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

DOD GUIDELINES ON POV IMPORTATION: SEE BELOW... US SPECIFICATION POVs are NOT AUTHORIZED TO BE IMPORTED Effective 1 Jan 2021 The Hungary Ministry of Transportation, Decree 511/2017 has dictated only EU spec vehicles can be shipped into the country. US SPECIFICATION POVs are NOT AUTHORIZED TO BE IMPORTED INTO HUNGARY. Imported Vehicles must have all EU certified and labeled original and or repair parts. FOR AIR FORCE ACTIVE

DUTY PERSONNEL: Vehicle storage is authorized IAW JTR 0532.”

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

DOS GUIDELINES: (1) Hungarian regulation requires vehicles to conform to European specifications, but the Embassy has a waiver covering all of the Embassy's official and diplomats' privately-owned vehicles(POVs). There is no restriction on the type of vehicle imported. (2) Each vehicle must go through a thorough technical inspection prior to registration/licensing. If the vehicle fails the inspection, all repairs/modifications must be completed before registration is allowed. All of these repairs are at the owner's expense and are not reimbursable. Some of these repairs might be quite expensive. Therefore, it is in the best interest of the member to ship/purchase a vehicle that is new or in 'like new' condition.(3) POV should be shipped in sea container and consigned to American Embassy Budapest, Szabadsag ter, Attn.: members name. Information copy of documentation should be mailed to American Embassy, 1054 Budapest Szabadsag Ter 12, ATTN: GSO.Please note that none of these expenses are reimbursable to the member. Member must possess a valid state driver's license and also possess a US State Department-authorized international driving permit (AAA or NAC). Member and dependents with driver's licenses will receive European driving regulations training.(4) Papa AB, Hungary: POVs will be shipped direct to Papa Hungary, through the VPC contract.

#### b. MOTOR CYCLES/MOPEDS

Motorcycles/mopeds can be imported with household goods. They are considered POVs if the engine size exceeds 50cc and must be registered as such. If the motor size remains under 50cc, it does not require registration.

#### c. GASOLINE/CATALYTIC CONVERTERS

All vehicles must be equipped with a three-way controlled catalytic converter. There are no exceptions made to this law.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Due to limited vehicle registration/insurance options and the fact that there are currently no US insurance companies offering primary or third party liability coverage in Hungary, the member should be prepared to either: (1) store their US-spec POV stateside; (2) title and register their US-spec vehicle in the Hungarian system (\$350-\$1,300 depending on the status of the title and the type of vehicle) only if allowed by their lienholder (if applicable); (3) rent/lease/buy and register and insure an EU-spec vehicle; or (4) pay approximately \$350/month for mandatory third party liability insurance (plus collision & comprehensive coverage as required).

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“Importation is PROHIBITED.”

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“Importation is PROHIBITED.”

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

a. CBS

Can be imported, but local permit to operate must be obtained before it may be used.

b. AMATEUR/HAM RADIOS

"No restrictions identified."

c. MARS EQUIPMENT

"Importation is PROHIBITED."

d. DISH ANTENNAS

"No restrictions identified."

e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Hungary should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Hungary.

## 13. OTHER

DOS Arranged ITBL Local Agents:Country: HungaryPost: Budapest Bureau: EURLocal Agents:-Santa Fe Relocations Kft.H-1211 BUDAPEST, Szállító u. 6. (2nd floor)POC: Anthony HeszbergerTel: (361) 888-6750Fax: (361) 277-2877Email:Anthony.Heszberger@SantaFeRelo.comEmail:Andrea.Laskovics@SantaFeRelo.comWebsite: www.santaferelo.com-AGS BudapestHunyadi Janos ut 1621116 Budapest, HungaryPOC: Thierry Palermo, Country ManagerTel: +36 1 204 8674Fax: +36 1 204 8670Cell: +36 70 370 8901Email:thierry.palermo@agsglobalsolutions.com-Gosselin Mobility Budapest Kft.Fehrvári út 44, 4. Em., 4101117 Budapest, HungaryPOC: Zsolt Sarandi, General ManagerTel. +36 1 261 2651FAX.+36 1 260 1055CELL.+36 309 324127E-mail:Z.Sarandi@gosselin-moving.com-Move One HungaryIpar u. 5, 2 floor1095 Budapest, HungaryPOC: Laszlo Weiner, General ManagerTel: +36 1 266 0183/6211Cell: +36 70 708 9927Email:budapest@moveoneinc.com

## General Instructions: ICELAND (IS)

### 1. SHIPMENT INSTRUCTIONS

For DOS arranged moves: Department of State Consignment. DoS arranged moves "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Reykjavik ReykjavikGSO-DL@state.gov 354 562 9100 x2284 FSN Contact Information: Gudmundur Eyjolfsson EyjolfssonGT@state.gov 354 562 9100 x2234 Group Email: ReykjavikGSO-DL@state.gov

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"In accordance with the Joint Travel Regulations."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Defense force member civilian employees with accompanied tour orders for whom military family arrival may submit an application for approval to reside off the NATO base. Appliance support (stove, refrigerator, washer, and dryer) will be provided.

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

(1) May NOT be shipped commingled with your household goods.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination. Smoking policies in non-smoking buildings will be strictly enforced. Majority of bachelor quarters are non-smoking.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

Use of television and other video equipment. Naval Station, Keflavik, has live satellite capability via closed circuit broadcast. The electrical current is 60 cycle, the same as CONUS. Off base current is European standard (220 volt/50 cycle) but only DOD civilian personnel who are defense force members, are currently permitted to live off the agreed area with Government of Iceland approval and if on-base quarters are not available.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

a. Military family housing is small by US standards and storage is limited. Members should be advised furniture (couches, desks, etc.) Approximately 7 ft or longer may not fit through doors and halls in some housing units. Contact the housing office for advice before shipping such an article because housing assignments will not be changed to accommodate excessive or oversized

furnishings. Washers, dryers, stoves, and refrigerators are provided for all on-base housing; therefore, these items must be placed in NTS at origin. If a member desires an extra refrigerator or freezer, one may be shipped. NTS will not be provided, nor will housing assignment be changed to accommodate shipped appliances. b. Unaccompanied members will be assigned a room/suite depending on rank. DO NOT SHIP ANY FURNITURE. Large electrical items such as TV's, VCR's, stereo's and personal computers are permitted however, keep in mind that space is limited. Adequate cable, Internet capabilities, and phone jacks will be available. Extension cords are prohibited, however, surge protectors may be used. You may ship a microwave, though some buildings provide them in the rooms. You will be provided with: common use laundry and kitchen facilities, recreation and work out facilities, a bed, refrigerator, sitting chair, desk, adequate lighting and an entertainment center. Some of the buildings provide common area bike storage, and all buildings provide personal storage, and all buildings provide personal storage lockers measuring at least 37 cubic feet. Bachelor housing furnishing will not be displaced to facilitate personal belongings.

## 6. PETS/QUARANTINE

Pre-approval from the Government of Iceland is necessary before pets may enter into the country. Members are authorized NOT MORE THAN TWO PETS PER FAMILY. Pet permission and quarantines are both lengthy and expensive (approx. 8 weeks) at this time. Contact the NASKEF Security at the Visitors Center at DSN 450-6152, Com.001-354-425-6152. To receive your information package containing your pet shipment forms and requirements also check the Chief Veterinary Clinic website at [www.cvo.is](http://www.cvo.is). The pet can be flown into the country on a commercial flight at owners expense (currently about \$350), quarantine and veterinarian costs are approximately \$1600 for a cat, and \$1743 to \$2500 for a dog. NO DOGS over 85lbs are permitted. Rottweilers, Pit Bulls, nor Doberman breeds are NOT PERMITTED into the country. Contact NASKEF Security at the Visitors Center for a complete list of breeds that are not permitted into Iceland. Animals must be registered and tagged through the Security Admin Office. Dog and cat shots must be up to date prior to entry and maintained while on the island using the local vet service. Contact the NASKEF Security at the Visitors Center at DSN 450-6152, Com: 001-354-425-6152. All procedures must be followed explicitly as stated in the law. Pets are not allowed in bachelor quarters.

## 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

### a. HAND GUNS

"Importation is PROHIBITED."

### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

### c. TOY RELATED GUNS

"No restrictions identified."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."



## 8. PRIVATELY OWNED VEHICLES (POVs)

Copy of the vehicle title is required for all POVs destined to Iceland in order for them to be customs cleared into that country. The vehicle customer must provide two photocopies of the vehicle title (all pages) to the origin VPC(OVPC) at the time of turn-in. A photocopy of the vehicle title will be placed in the members record at the OVPC and a second copy placed in the will travel with the vehicle. The outbound waterport VPC will be required to fax a copy of the vehicle title along with the coversheet and both pages (summary and detail) of master ocean bill of lading to the Iceland VPC (FAX 354-425-4489) at the same time the master ocean bill of lading is submitted to the ocean carrier.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

POVs: Authorized DOD personnel may import one POV duty-free. Icelandic Government imposes no restrictions as to color, age, or dimensions.

### b. MOTOR CYCLES/MOPEDS

Shipments of two-wheeled motorized POVs (motorcycles/mopeds) to Iceland is prohibited due to severe weather and unsafe road condition.

### c. GASOLINE/CATALYTIC CONVERTERS

Diesel fuel is available from commercial source on base. The price per gallon at this station fluctuates with local market prices but does not include host nation taxes. As of JUN 2005 the price is \$1,74 per liter. While this service is available to any member, prior arrangement must be made through the Iceland Defense Force Staff Judge Advocate Office.

### d. INSURANCE AND SAFETY REQUIREMENTS

1. **INSURANCE:** Liability insurance is mandatory for all POVs in Iceland. Insurance must be purchased in Iceland; no US insurance companies are allowed to underwrite insurance in Iceland. Cost of liability insurance varies with type and year of the vehicle but generally runs from \$400 to \$500 per year. Comprehensive/Collision insurance is not required but is available for an additional cost of \$200 to \$1,000 per year. 2. **SAFETY REQUIREMENTS:** a. **Headrests:** Icelandic laws requires all POV's manufactured after 1 Jan 1983, to be equipped with high-back front seats extending to a minimum of 30 inches from the top of the seat cushion to the top of the back of the seat, or built in adjustable headrests (clip on headrests are not acceptable). b. **Tinted windows:** Icelandic law prohibits tint (peel off type) on the drivers side and front passengers side windows. This causes failure of inspections. c. **Seatbelts:** It is mandatory safety requirement in Iceland all POVs be equipped with three-point seatbelts (shoulder strap) in the front seats and the rear seats where they can be arranged, or alternatively, lap belts. d. **Lights:** All vehicles being operated in Iceland must have low beam headlights and exterior lights/parking lights when the vehicle is driven day and night, 24 hours. Daytime running lights will not be accepted in Iceland and will cause failure of inspection. In order for newer model cars to pass inspection, they must remove the fuses or relay connected to the daytime running lights. Recommend that members have the diagram of the electrical connection of the vehicle in order to disconnect the daytime running lights. (The taillights are not on when running lights are activated, therefore making them illegal in Iceland.) All fog lights must have "E" or "DOT" marking on. e. **License Plates:** Front and rear license plates are required. Recommend a license plate holder be installed for front and rear before you arrive in



Iceland. Brackets are very hard to purchase in Iceland.f. Side view mirrors: Two side view mirrors (one on each side) are mandatory on all POVs.g. Warning triangle: It is a mandatory requirement to have a reflective warning triangle available in the trunk of each POV.h. Mud flaps: No mud flaps are required on regular vehicles. For certain vehicle types modified for higher ground clearance, four mud flaps are required, for example jeeps and trucks.i. Fender flares: All vehicles that have tires which extend past the body are required to have fender flares installed.j. Trailer hitch: Hitch balls must be removed prior to inspection.k. Steering: Vehicles with steering wheel on the right hand side will not be accepted in Keflavik Iceland.l. Speedometer: Speedometer must indicate speed in kilometers/MPH. Transparent overlays can be manufactured to satisfy this requirement.m. Turning Signal: Vehicles manufactured after March 1988 turning signal must be visible from front and side of the car, signal must blink not only from bumper but also the side of front fender headlights, or will cause failure of inspection.n. Exhaust System: Vehicles manufactured after 01 July 1990, that have the tail pipe ends extending to the right must have pipe end bent down or straight back or will cause failure of inspection.e. REPAIRS:1. Tires and minor mechanical repairs are available at the Navy Exchange Service Station on-base. Limited POV parts are available. Parts and repairs off-base are expensive.2. Because vehicle repairs in Iceland are expensive and the mandatory inspections are quite strict, it is recommended all POVs shipped be in excellent condition and any required repairs be accomplished prior to shipment.f. THE FOLLOWING OPTIONS APPLY TO DRIVING ON SNOW OR ICE-COVERED ROADS:1. Snow tires on all wheels.2. Chains on all wheels of the drive axle (front or rear).3. Studded tires on all wheels.4. Studded tires on wheels of one axle and chains on wheels of the other axle. You may not use two studded tires alone. Chains and studded tires may not be used during the period 16 April through 31 October, unless necessary due to special driving conditions. Should you be observed driving a vehicle on ice and snow covered roads without the proper equipment, you may be issued a citation; furthermore, if you are involved in an accident and your vehicle is not properly equipped, you will automatically be held responsible for the accident.g. REGISTRATION: The initial cost to register a POV is \$270 (varies with exchange rate). This includes registration, safety inspection, plates, and headlight inspection. A POV that fails a safety inspection is subject to \$24 reinspection fee. There is also an annual safety inspection charge of \$67.h. MODIFIED/ALTERED VEHICLES: Vehicles which have been significantly modified or altered from their original factory specifications (e.g., fourwheel drive trucks with raised suspensions) may be subject to a special inspection at the Icelandic Motor Vehicle Supervision Office to ensure they conform with all applicable vehicle rules and specifications. The cost of the inspection is approximately \$200. Additionally, these vehicles are required to carry both a fire extinguisher and a first aid kit at all times.i. VEHICLE AVAILABILITY: Four-wheel drive vehicles are very popular in Iceland. Used POVs, some with four-wheel drive, are available on-base. Additionally, many models of new POVs can be purchased on and off-base, free of Iceland taxes. However, these vehicles cannot be shipped back to the US at Government expense, unless the vehicle is purchased to replace a vehicle lost through fire, theft, accident or similar causes.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“No restrictions identified.”

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

The shipment of plants (with soil) is prohibited. No other restrictions identified.

## 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

#### a. CBS

Importation or utilization of CB radios is prohibited unless approved by the Icelandic Government.

#### b. AMATEUR/HAM RADIOS

"No restrictions identified."

#### c. MARS EQUIPMENT

"No restrictions identified."

#### d. DISH ANTENNAS

Naval Air Station, Keflavik housing unit configurations preclude the installation of satellite dish antennas.

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Iceland should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Iceland.

### 13. OTHER

ITGBL Local Agents:Country: IcelandPost: Reykjavik Bureau: EURLocal Agents:1)  
Propack - Pokkun og FlutningarSmioshofoi 1110 Reykjavik, IcelandPOC: Mr. Vioar  
PeturssonTel: (354)-587-9700Fax:(354)-587-9705Email:  
propack@propack.isSTORAGE: a. Facilities are available in Iceland for storage in  
transit. NTS is not available. b. Unaccompanied members should not bring their own  
furniture items and should "pack light" because excess storage facilities are not available. c.  
NTS is not available. Large or excess items will be reshipped to NTS at members expense or  
disposed of by owner. d. Bachelor housing does not provide covered parking for POV's.  
Adequate outdoor parking will be available.

## General Instructions: INDIA (IN)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

Effective 1 April 2010 GBLOC SBDK (New Delhi) shipments for DOD and U.S. Coast Guard Personnel assigned to the Diplomatic Mission in New Delhi must be routed per the special instructions in PPCIG GBLOC SBDK Instructions. NOTE - DoD Agencies supported by the US Embassy New Delhi, India include:- ESC - Engineering Services Center-ODC - Office of Defense Cooperation-MSG- Marine Security Group and Olmsted Scholars are allowed shipments free from Import Customs Duties within the first six months of arrival into India, and do not get tax exemptions for importing or local purchase of POVs.-Wellington Defense College students in South India, who do not get diplomatic privileges, do not receive tax-free importation of shipments as they are cleared on transfer of residence (TR) after open examination of the shipment and nominal Customs Duties depending on what is imported and levied by Indian Customs.(CH 15-MAR-2019 TCJ4-HB RB)

#### a. WEIGHT RESTRICTIONS

As per JTR. Commercial storage facilities are unavailable. NTS should be utilized for excess HHG for the duration of the overseas tour.

ARMY PERSONNEL: (a) Accompanied & Unaccompanied tour: 25 percent of full JTR weight allowance or 2,500 pounds, whichever is greater. (b) UB shipments via expedited mode (commercial air), maximum of 1,000 net pounds including PBP&E is authorized (see JTR, par. 5210-B). (c) The administrative weight restriction does not apply to the Defense Attache Officer (DAO). The DAO is authorized to ship full JTR weight allowance. (see JTR, par. 5202-E1c) (d) Shipment of POVs are only authorized for DoD personnel with tour lengths greater than 15 months. Refer to Section 8. PRIVATELY OWNED VEHICLES (POVs) for additional information and restrictions.(CH PPP-POP 3-25-2010)

#### b. CONTAINER/CRATING REQUIREMENTS

(1) The following instructions apply to HHG/POVS booked in full container loads (FCL). FCL shipments are preferred whenever possible. Household effects may be packed in liftvans size 87x57wx76h (inches), or any other size that will fit in 20 or 40 foot containers. No gross weight limitations. -FOR NEW DELHI-HHG containers should be shipped to post through the sea port of Nhava Sheva, Mumbai with the final Place of delivery at the Inland Container Depot (ICD, New Delhi) on freight prepaid basis and be marked/consigned as: Employee Name, C/O American Embassy, GSO/Customs and Shipping, Shanti Path, Chanakya Puri, New Delhi-110021, India, Phone: 011-2419-8138, Attn: S/GSO. Port of discharge: Mumbai. Place of Delivery: ICD/TKD, New Delhi, India. (CH PPP-POP 3-29-2010) -FOR MUMBAI-HHG containers should be shipped to Post through the sea Port of Nhava Sheva on freight prepaid basis marked and consigned as Employee Name, American Consulate General, Mumbai, India. (CH 21-Dec-2017 TCJ4-HB-PAC RB) -FOR HYDERABAD-HHG containers should be shipped to Post through the sea Port of Nhava Sheva and Final place of delivery ICD/CFS Hyderabad on freight prepaid basis marked and consigned as Employee Name, American Consulate General, Hyderabad, India. (CH 10-NOV-2020 TCJ9-OH-Pac RB)

(2) Less than container load shipments of HHGs. -FOR NEW DELHI-Should be marked as: Employee Name, C/O American Embassy, GSO/Customs and Shipping, Shanti Path, Chanakya Puri, New Delhi-110021, India, Phone: 011-2419-8138, Attn: S/GSO. Port of discharge: Mumbai. Place of delivery: CFS, Parparganj, New Delhi. (CH PPP-POP 3-29-2010) -FOR MUMBAI-Should be shipped to Post thru the sea Port of Nhava Sheva on freight prepaid basis marked and consigned as Employee Name, American Consulate General, Mumbai, India. (CH 21-Dec-2017 TCJ4-HB-PAC RB) -FOR HYDERABAD-Should be shipped to Post thru the sea Port of Nhava Sheva or Chennai and Final place of delivery ICD/CFS Hyderabad on freight prepaid basis marked and consigned as Employee Name, American Consulate General, Hyderabad, India. (CH 10-NOV-2020 TCJ9-OH-Pac RB)

(3) HHGs liftvans waterproofing: Please ensure all liftvans are waterproofed from inside with plastic waterproofing material. Heavy rains damage shipments. Also, each liftvan must have a sheet metal cap on the top securely nailed in place at the sides of the liftvan. The metal cover must totally cover the top of the liftvan and wrapped over the sides of the liftvan at least four inches.

### c. HARD LIFT AREA

No restrictions identified.

### d. UNACCOMPANIED BAGGAGE

No restrictions.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. No shipments can be cleared through Indian Customs prior to the arrival of member arrival at post. To avoid unnecessary demurrage charges, post strongly suggests shipments be timed to coincide with the arrival of personnel at New Delhi or Mumbai. In order to obtain Government of India (GOI) duty free import permission, please mail the HHGs original Bill of Lading and invoice to: -FOR NEW DELHI-American Embassy, ATTN: GSO/Shipping, Shanti Path, Chanakya Puri, New Delhi 110021. -FOR MUMBAI-Scanned, email copies of the Seaway Bill or Airway Bill, and Packing List to the American Consulate General, Mumbai, ATTN: GSO/Shipping-mumbaishipping@state.gov (CH 21-Dec-2017 TCJ4-HB-PAC RB) -FOR HYDERABAD-Scanned, email copies of the Seaway Bill or Airway Bill, and Packing List to the American Consulate General, Hyderabad, ATTN: hydcs@state.gov (CH 10-NOV-2020 TCJ9-OH-Pac RB)

b. Staff members have duty free time limit only up to 4 months from the date of arrival at post. Advance shipments

should be avoided as they cause heavy demurrage charges (warehouse charges), and receive no proper closed storage. Advance shipments remain in the open and get damaged due to rains.

c. Students attending Defense Staff Colleges in New Delhi or Wellington, India, do not enjoy duty free privileges enjoyed by the regular employees accredited to the Embassy. Their shipments are cleared from customs under transfer of residence rules. It is advised they should bring limited and used household items to avoid payment of custom duty. All major electronic equipment (TV, VCR, Stereo HiFi, microwave oven, video/movie camera, computer equipment, etc.) shipped in their baggage will be cleared after payment of custom duty.

d. American Embassy, New Delhi, the American Consulate General, Mumbai, and the American Consulate General, Hyderabad requires a copy of the airway bill and/or ocean bill of lading prior to receipt of shipment to initiate customs clearance paperwork and formalities. (CH 10-NOV-2020 TCJ9-OH-Pac RB)

e. The markings on shipments must be the same as those shown on the shipping documents prepared by the shipper. For shipments to the American Consulate General, Mumbai, and the American Consulate General, Hyderabad shipment markings should be: Employee Name, American Consulate General, Mumbai or Employee Name, American Consulate General, Hyderabad.

(CH 10-NOV-2020 TCJ9-OH-Pac RB)

f. An itemized inventory of the shipment must be attached to the cargo manifest or bill of lading. Every member, upon arrival in India, will be required to present a valuation listing to process the duty free Exemption Certificate for shipment to clear customs.

g. Importation of antiques (items over 100 years old) is discouraged. If they are imported, a clearance from the GOI, Department of Archeology as required.

h. Documentation: Send all documentation concerning transportation to: -FOR NEW DELHI-American Embassy, ATTN: GSO/Customs and Shipping, Shanti Path, Chanakyapuri, New Delhi-110021, India, Phone: 011-2419-8138. (CH PPP-POP 3-29-2010)-FOR MUMBAI-American Consulate General, Attn: M/GSO/SHIPPING, C-49, G-block, Bandra Kurla Complex, Bandra (e), Mumbai-400 051, Phone: 91-22-2672 4249/4169/4654 (CH 21-Dec-2017 TCJ4-HB-PAC RB)-FOR HYDERABAD - Consulate General, Attn: M/GSO/SHIPPING, 1-8-323, Paigah Palace, Chiran Fort Lane, Begumpet, Hyderabad – 500003. (CH 10-NOV-2020 TCJ9-OH-Pac RB)

### 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location. (CH 05-May-2021 TCJ9-OH-PAC RB)

#### a. ALCOHOLIC BEVERAGES

Importation of Alcohol is PROHIBITED. (CH 24-JUN-2019 TCJ4-HB-PAC RB)

#### b. CIGARETTES/TOBACCO PRODUCTS

These products should not be included in your shipments as supplies are available with American Commissary Support Association on post.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

Canned goods CAN be shipped into New Delhi, but MUST be listed as "kitchen supplies" on the shipment inventory. (CH 24-JUN-2019 TCJ4-HB-PAC RB)The importation of beef in ANY FORM is PROHIBITED. (CH 23-May-2016 SDDC-PAC RB)

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Medication is allowed to be shipped in HHG as long as a prescription accompanies the medication.(CH 24-JUN-2019 TCJ4-HB-PAC RB)

### 4. ELECTRICAL EQUIPMENT

To facilitate customs clearance of personally owned electronic items (TVS, VCRS, computers, music systems, etc.) A full description is required for customs verification and clearance. Invoices, year, model, size of TV screen, serial number, etc., are the types of information required. Import of duplicate electronic items is not allowed by GOI and, if included and discovered in the shipment, must be re-exported. Diplomatic officers are allowed free entry privileges throughout the tour of duty. Staff members have duty free time limit up to 4 months from the date of arrival at post.

#### a. HOME COMPUTERS

No Restrictions Identified.

#### b. TVs/VCRs

No Restrictions Identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

Importation of Satellite Phones is PROHIBITED.(CH 21-Dec-2017 TCJ4-HB-PAC RB)

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

For Pet and Quarantine details, email: NewDelhiGSOShipping@state.gov (New Delhi)ORemail:hydcs@state.gov (Hyderabad)for detailed instructions and forms on importing your pet.(CH 07-DEC-2020 TCJ9-OH-Pac RB)

### 7. PRIVATELY OWNED FIREARMS (POF)

#### a. HAND GUNS

Importation is PROHIBITED. (CH 23-May-2016 SDDC-PAC RB)

#### b. RIFLES/SHOT GUNS

Importation is PROHIBITED. (CH 23-May-2016 SDDC-PAC RB)



**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

Importation is PROHIBITED. (CH 23-May-2016 SDDC-PAC RB)

**8. PRIVATELY OWNED VEHICLES (POVs)**

-LEFT-HAND VEHICLES-CANNOT-BE IMPORTED INTO INDIA.Please read carefully as the ENTIRE section has been updated.(CH 21-Dec-2017 TCJ4-HB-PAC RB)

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

1) All vehicles that do not comply with the below requirements cannot, repeat, CANNOT be imported to New Delhi. Vehicles not complying with this mandatory requirement will be subject to re-exportation at the owner's expense. (CH)-FOR MUMBAI: All POVs imported into Mumbai must comply with EURO VI emission standards. Compliance certification should be obtained from the manufacturer of the POV. EURO VI certificates from dealers are not acceptable. POVs which do not meet EURO VI emission standards cannot be imported into Mumbai. (CH 04-Nov-2020 TCJ9-OH-Pac RB)-FOR NEW DELHI: Diesel POVs more than 10 years old and gasoline POVs more than 15 years old MAY NOT be imported nor purchased locally within New Delhi. As of late 2016, any diesel POVs with engines larger than 2,000cc will be subject to an additional Environmental Protection Charge of 1% on the invoice value of the vehicle. This charge MUST be paid before registering the vehicle in New Delhi. DIPLOMATS ARE NOT EXEMPT FROM THIS CHARGE.(CH 24-JUN-2019 TCJ4-HB-PAC RB)-FOR HYDERABAD: All POVs imported into Hyderabad must comply with EURO VI emission standards. Compliance certification should be obtained from the manufacturer of the POV. EURO VI certificates from dealers are not acceptable. POVs which do not meet EURO VI emission standards cannot be imported into Hyderabad.Diesel POVs more than 10 years old and gasoline POVs more than 15 years old MAY NOT be imported nor purchased locally within Hyderabad(CH 10-NOV-2020 TCJ9-OH-Pac RB)(2) ALL POVs imported to India MUST be right-hand drive, meet EURO-VI emission standards, and manufactured AFTER March 31, 2010. GSO/Shipping strongly recommends you purchase a vehicle locally after your arrival in New Delhi.For further details please contact the GSO, US Embassy in New Delhi.(CH 09-NOV-2020 TCJ9-OH-PAC RB)

**b. MOTOR CYCLES/MOPEDS**

The GOI considers motorcycles as POVs. If you intend to import a motorcycle in your HHGs, you will not be allowed to import or purchase another duty free vehicle unless you have a title of First Secretary (or Equivalent) and above. FOR New Delhi: Please contact New Delhi Customs and Shipping office (Email: NewDelhiGSOShipping@state.gov) who will let you know current regulations. FOR Hyderabad: Please contact Hyderabad Customs and Shipping office (Email:hydcs@state.gov) who will let you know current regulations.(CH 10-NOV-2020 TCJ9-OH-Pac RB) The GOI may grant permission to import a second vehicle (First Secretary and above only) upon specific request. Upon departure, diplomatic personnel may sell their POV to another diplomat on a duty fee basis.(CH 23-May-2016 SDDC-PAC RB)

**c. GASOLINE/CATALYTIC CONVERTERS**

Please refer to importation of POVs above.

#### d. INSURANCE AND SAFETY REQUIREMENTS

It is mandatory for customers to obtain insurance for their POVs.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Importation is prohibited.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Importation is prohibited.

### 11. TRANSMITTING EQUIPMENT

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#### a. CBS

Approval from the GOI Ministry of External Affairs and the Ministry of Communications must be obtained prior to shipment of such equipment.

#### b. AMATEUR/HAM RADIOS

Approval from the GOI Ministry of External Affairs and the Ministry of Communications must be obtained prior to shipment of such equipment.

#### c. MARS EQUIPMENT

Importation is prohibited.

#### d. DISH ANTENNAS

Importation is prohibited.

#### e. CORDLESS PHONES

Import of satellite phones is PROHIBITED.(CH 23-May-2016 SDDC-PAC RB)

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to India should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of India.

### 13. OTHER

KolkataGSO: Ryan Cleary: clearyr@state.gov A/GSO: Breea Gould: gouldb@state.gov



## General Instructions: INDONESIA (ID)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS TDY WEIGHT ALLOWANCE USING DOS TRANSPORTATION SERVICES IAW DTR, PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. DOD AND USCG PPO PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS: a. ENSURE MEMBER EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797. b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT" NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)). c. SUBMIT DD FORM 1299, DD FORM 1797, AND MEMBER EMPLOYEES ORDERS VIA FAX EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV. d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS. HHG shipments should be Consigned and Marked as: AMERICAN EMBASSY JL. MEDAN MERDEKA SELATAN NO.5 JAKARTA, INDONESIA FOR (NAME OF EMPLOYEE) NOTIFY Party on OBLs: AMERICAN EMBASSY JL. MEDAN MERDEKA SELATAN NO. 5 JAKARTA, 10110, INDONESIA FOR (NAME OF EMPLOYEE)

PHONE: 62-21-5083 1000 Email: JakartaGSOShipping@state.gov NOTE: DoD Agencies supported by the US Embassy Jakarta include: -Defense Security Cooperation Agency (DSCA/ODC)-DSCA - Defense Wide Program-Naval Health Research Center (PEPFAR)-Navy US Marine Corps (USMC)-Naval Facilities Engineer Command (NAVFAC)-Navy - Military students-Navy-HDQTRS-US PACIFIC CMD/PACOM-Navy - Force Protection Detachment (NCIS-FPD)-State - Marine Security Guard Support-Army - HQDA - DCOPS (Strategic Leadership Div)-Army - AMCOM, Aviation and Missile Cmd-Air Mobility Command (ODC-AMC)-Air Force-USAF STUDENT (DAO-USAF)-Defense Intelligence Agency (USDAO)-DOD-SOCOM SOCPAC(CH 08-MAR-2019 TCJ4-HB RB)

#### a. WEIGHT RESTRICTIONS

IMPORTANT NOTE Per U.S. Embassy Jakarta/USASEAN Management Notice 192-15, dated 16-Nov-2015, and Indonesian Ministry of Finance decree number 149-PMK.04-2015, ALL personnel under Chief of Mission authority, regardless of rank and Service affiliation, are only allowed to import personal property Duty-Free up to six (6) months from their arrival date in Indonesia. (Changed 29-Mar-2023 by USTCJ9 DPMO Pacific TF) As per JTR. Commercial storage facilities are unavailable. NTS should be utilized for excess HHG for the duration of the overseas tour. ARMY PERSONNEL: (a) Accompanied & Unaccompanied tour: 25 percent of full JTR weight allowance or 2,500 pounds, whichever is greater. (b) UB shipments via expedited mode (commercial air), maximum of 1,000 net pounds including PBP&E is authorized (see JTR, par. 5210-B). (c) The administrative weight restriction does not apply to the Defense Attache Officer (DAO). The DAO is

authorized to ship full JTR weight allowance. (see JTR, par. 5202-E1c)AIR FORCE PERSONNEL Accompanied tour: 25 percent of full JTR weight allowance or 2,500 pounds, whichever is greater.NAVY PERSONNEL Jakarta: 25 percent of full JTR weight allowance or 2,500 pounds, whichever is greater. NOTE: A weight restriction will not apply unless it appears in the member's orders. Refer to NAVSUP Pub 490 for detailed guidance. Shipment of POVs are only authorized for DoD personnel with tour lengths greater than 15 months. Refer to Section 8. PRIVATELY OWNED VEHICLES (POVs) for additional information and restrictions.(CH PPP-POP 3-25-2010)

#### b. CONTAINER/CRATING REQUIREMENTS

Shipment must be waterproof inside and outside to protect contents from water damage, humidity or dampness. The packed lift vans shall be wrapped with plastic polyethylene sheets and placed over the lift vans. The lift vans should be securely sealed with sufficient caulking compound on the panel joints to prevent entry of insects.All solid wood packaging materials used for shipments inbound to Indonesia must be either fumigated or heat treated and marked with an approved International Mark certifying treatment (ISPM15). The ISPM15 certificate is required to be attached with other shipping documents. Failure to meet this requirement will subject the shipment to quarantine (up to re-exportation) resulting in significant delays and added costs. (CH PPP-POP 3-5-2010)

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

HHG cannot be cleared prior to arrival of the employee in Indonesia. Customs clearance for HHG will normally be processed once an employee has received a Diplomatic ID Card issued by the Indonesian Ministry of Foreign Affairs. It is advisable to schedule a HHG shipment to coincide with employee's arrival. (Changed 29-Mar-2023 by USTCJ9 DPMO Pacific TF)To expedite customs clearance procedures, the Airway Bill of Lading (AWB), Ocean Bill of Lading (OBL), Personal Property Government Bill of Lading (PPGBL) and inventory must be scanned and emailed to: JakartaGSOShipping@state.gov. (Changed 29-Mar-2023 by USTCJ9 DPMO Pacific TF)

## 3. CONSUMABLES

Per U.S. Embassy Jakarta/USASEAN Management Notice 192-15, dated 16-Nov-2015, and Indonesian Ministry of Finance decree number 149-PMK.04-2015, the Indonesian Government no longer grants exemption from Import Duty of personal property or consumables shipments AFTER six months from the date of arrival in Indonesia. All shipments MUST arrive within 6 months from the date of employee arrival in Indonesia or Import Duties will be collected from the customer.

(Changed 29-Mar-2023 by USTCJ9 DPMO Pacific TF)Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location.(CH 05-May-2021 TCJ9-OH-PAC RB)

**a. ALCOHOLIC BEVERAGES**

Can be imported in personal property. Restricted to no more than 75 liters per person who has diplomatic rank (not administrative and technical staff). (Changed 29-Mar-2023 by USTCJ9 DPMO Pacific TF) Please notify post in advance with separate list containing detailed information of brand, type of liquor, volume per bottle, alcohol percentage per bottle, and number of bottles.

Must have import approval from the Indonesian Ministry of Foreign Affairs and must be declared. Normally, import approval takes approximately two weeks. (CH 24-JUN-2019 TCJ4-HB-PAC RB)

**b. CIGARETTES/TOBACCO PRODUCTS**

Must have import approval from the Indonesian Ministry of Foreign Affairs and must be declared. Normally, import approval takes approximately two weeks. (CH PPP-POP 3-10-2010)

**c. COSMETICS**

No restrictions identified.

**d. FOOD STUFFS AND MEATS**

No restrictions identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

Restricted. (CH PPP-POP 3-10-2010)

**4. ELECTRICAL EQUIPMENT**

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**a. HOME COMPUTERS**

There are no restrictions on importation or use.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

Voltage in Indonesia is 220, 50hz. Voltage in Foreign Officer Accommodation (FOA) housing is 110, 50hz.

**5. FURTNITURE, OVERSIZED**

Do not ship oversized furniture. Items must fit in a standard size household goods shipping crate (Type II containers).

**6. PETS/QUARANTINE**

The Government of Indonesia (GOI) requires the quarantine of all pets arriving into Indonesia, regardless of their country of origin for a period of 14 days, although occasionally a pet importer or employee has been able to arrange an earlier release. However, the earlier release is never given.

Also, pet-owners are required to pay the full cost of the 14-day quarantine regardless of how long the pet remains in quarantine. As of March 4, 2023, the cost of quarantine is IDR 2,000,000 (USD 178.00) for small animals and IDR 3,000,000 (USD 215.00) for large animals. This does not include a handling fee to transport the pet to the quarantine area of the airport or the handling fees of a pet importer. (Changed 29-Mar-2023 by USTCJ9 DPMO Pacific TF) Pets are also subject to duties and taxes from the GOI plus an approximate fee of USD 200.00-500.00 in addition to pet handling and quarantine fees. Incoming members determine the appropriate method of bringing pets to Indonesia. Currently, the most efficient way to send pets is as accompanied baggage. Many U.S. air carriers place restrictions on pets during the hot summer months. To obtain the proper import permit, the AMEMB recommends members use a local pet transport service. (CH PPP-POP 3-10-2010)

## 7. PRIVATELY OWNED FIREARMS (POF)

Not authorized.

### a. HAND GUNS

Not authorized.

### b. RIFLES/SHOT GUNS

Not authorized.

### c. TOY RELATED GUNS

Not authorized.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Not authorized.

## 8. PRIVATELY OWNED VEHICLES (POVs)

Per U.S. Embassy Jakarta/USASEAN Management Notice 192-15, dated 16-Nov-2015, and Indonesian Ministry of Finance decree number 149-PMK.04-2015, all Administrative and Technical Staff (regardless of Service affiliation) are NO LONGER ALLOWED to import a POV (car, motorcycle, or moped) into Indonesia. This restriction DOES NOT apply to members of the diplomatic staff (those having diplomatic rank). (CH 02-Dec-2015 SDDC-PAC RB)

### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) The Government of Indonesia (GOI) must approve all POV imports before the POV is shipped. Personnel should contact their organization of assignment to determine their eligibility for POV importation and to provide information required to obtain GOI approval. The GOI prohibits importation of POVs for persons on the Diplomatic List and personnel assigned to the office of

Military Attached for Defense Program (OMADP). Only sedan and sedan-type station wagons with engine displacement of less than 4000cc and costing less than \$30,000.00 (excluding insurance and freight) may be imported. Vans buses, 4-wheel drive vehicles (except RAV 4 type of vehicle) and trucks are specifically prohibited. (2) The GOI will give approval ONLY AFTER the member arrives at post and has obtained his/her Diplomatic ID Card. Personnel may not ship POVs until this approval is received. For personnel desiring to ship a POV The following information will be provided by message to: AMEMBASSY JAKARTA //TRANS OFF// with info to USDAO Jakarta, ID, and ODC JAKARTA ID//XO// as soon as possible after receipt of assignment notification or fax directly to GSO/TRS (62-021-3435-9923). Experience with GOI indicates 60 to 90 days may be required to obtain the advance approval. (a) Name, diplomatic rank, and estimated arrival date. (b) Vehicle Year/Make/Model/Type. (c) Price (cost insurance freight(CIF) in US dollars). (d) Engine displacement (CC) (not liters). (e) Country of origin. (f) Name and address of dealer: (for new cars). (g) Estimated date of importation. (h) Vehicle Identification No. (VIN): (all digits). (i) Engine No: (all digits) (A VIN only is not acceptable). (j) Color:

### b. MOTOR CYCLES/MOPEDS

Per U.S. Embassy Jakarta/USASEAN Management Notice 192-15, dated 16-Nov-2015, and Indonesian Ministry of Finance decree number 149-PMK.04-2015, all Administrative and Technical Staff (regardless of Service affiliation) are NO LONGER ALLOWED to import a POV (car, motorcycle, or moped) into Indonesia. This restriction DOES NOT apply to members of the diplomatic staff (those having diplomatic rank). (CH 02-Dec-2015 SDDC-PAC RB) After Motorcycle Importation review on Jan 2016, The Government of Indonesia considers a motorcycle as a POV and it will be processed through regular POV channels. Motorcycles cannot be shipped with HHG; it takes months to bring any vehicle into Indonesia, so the HHG and motorcycle cannot be linked or HHG would also take 4 to 6 months to clear. Shipment of a motorcycle cannot even START until AFTER the individual arrives and is accredited. Once accreditation is approved, the vehicle must have permission to enter the country before it can begin transport to Indonesia. This also means no other vehicle can be imported or purchased duty-free. Average time of POV or motorcycle clearance/entry into the Indonesia is 5 to 6 months AFTER arrival. The MFA is not consistent about permitting importation of motorcycles, so it has to be done on a case-by-case basis. If post has the motorcycle specifications first, post can discuss this with contacts in the MFA. Motorcycles and scooters are plentiful in Indonesia so if shipping is not an option, one may be purchased fairly easily. It is dangerous, however, to use a motorcycle on the MASSIVELY OVERCROWDED streets in Jakarta. (CH 07-May-2017 SDDC-PAC RB)

### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions on catalytic converters. Unleaded gasoline is available. (CH PPP-POP 3-10-2010)

### d. INSURANCE AND SAFETY REQUIREMENTS

All personal vehicles must be covered by third-party liability insurance. The AMEMB Jakarta recommends individuals carry a minimum amount of IDR 300,000,000.00 (USD 32,786.88) in coverage. The cost for this amount of coverage is approximately IDR 2,500,000.00 (USD 273.22 per year). (CH PPP-POP 3-10-2010)

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Importation is prohibited.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Importation is prohibited.

## 11. TRANSMITTING EQUIPMENT

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### a. CBS

Importation is prohibited.

### b. AMATEUR/HAM RADIOS

Importation is prohibited.

### c. MARS EQUIPMENT

Importation is prohibited.

### d. DISH ANTENNAS

Importation is prohibited.

### e. CORDLESS PHONES

No restrictions identified.

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation, or relocating dependents to Indonesia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Indonesia (GOI).

## 13. OTHER

Personal Effects: Do not mingle personal effects with MAP supplies and equipment. Such a practice will cause difficulty in obtaining release of personal effects due to import clearance from the Government of Indonesia (GOI). Do not containerize POV with liftvans either, as the clearance process for vehicles will not allow the release of HHG until approval is received, sometimes a 3 month process.

## General Instructions: IRAN (IR)

### 1. SHIPMENT INSTRUCTIONS

"Importation is PROHIBITED."

#### a. WEIGHT RESTRICTIONS

"Importation is PROHIBITED."

#### b. CONTAINER/CRATING REQUIREMENTS

"Importation is PROHIBITED."

#### c. HARD LIFT AREA

"Importation is PROHIBITED."

#### d. UNACCOMPANIED BAGGAGE

"Importation is PROHIBITED."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"Importation is PROHIBITED."

### 3. CONSUMABLES

"Importation is PROHIBITED."

#### a. ALCOHOLIC BEVERAGES

"Importation is PROHIBITED."

#### b. CIGARETTES/TOBACCO PRODUCTS

"Importation is PROHIBITED."

#### c. COSMETICS

"Importation is PROHIBITED."

#### d. FOOD STUFFS AND MEATS

"Importation is PROHIBITED."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"Importation is PROHIBITED."

### 4. ELECTRICAL EQUIPMENT

"Importation is PROHIBITED."

a. HOME COMPUTERS

"Importation is PROHIBITED."

b. TVs/VCRs

"Importation is PROHIBITED."

c. OTHER (i.e. COMPATIBILITY, ETC)

"Importation is PROHIBITED."

5. FURTNITURE, OVERSIZED

"Importation is PROHIBITED."

6. PETS/QUARANTINE

"Importation is PROHIBITED."

7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

a. HAND GUNS

"Importation is PROHIBITED."

b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

c. TOY RELATED GUNS

"Importation is PROHIBITED."

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

8. PRIVATELY OWNED VEHICLES (POVs)

"Importation is PROHIBITED."

a. POVs (includes data on prohibited vehicles, colors, etc.)

"Importation is PROHIBITED."

b. MOTOR CYCLES/MOPEDS

"Importation is PROHIBITED."



**c. GASOLINE/CATALYTIC CONVERTERS**

"Importation is PROHIBITED."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"Importation is PROHIBITED."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"Importation is PROHIBITED."

**11. TRANSMITTING EQUIPMENT**

"Importation is PROHIBITED."

**a. CBS**

"Importation is PROHIBITED."

**b. AMATEUR/HAM RADIOS**

"Importation is PROHIBITED."

**c. MARS EQUIPMENT**

"Importation is PROHIBITED."

**d. DISH ANTENNAS**

"Importation is PROHIBITED."

**e. CORDLESS PHONES**

"Importation is PROHIBITED."

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

"Importation is PROHIBITED."

**13. OTHER**

"Importation is PROHIBITED."

## General Instructions: IRAQ (IQ)

### 1. SHIPMENT INSTRUCTIONS

For DOS arranged moves: Department of State Consignment. DoS arranged moves "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:

1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.
2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".
3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. Refer to 2024 Service Recognition Package for Special Incentive Posts.

GBLOC SDDZ (Baghdad) shipments for DOD and U.S. Coast Guard Personnel assigned to the Diplomatic Mission in Baghdad must be routed per the special instructions shown on PPCIG page for GBLOC SDDZ. GSO Contact Information: Baghdad James Coddington  
Coddingtonjh@state.gov 240 553 0581 x3449 FSN Contact Information: Mustafa Al-Shaikhli  
AlShaikhliMJ@state.gov 240 553 0581 x4137 Group  
Email: baghdadgsocustomsandshippingstaff@state.gov  
Mosul GSO Contact Information: Ann Granatino Griffinsr@state.gov  
Husam Abu-Zaid Group  
Email: BaghdadShipping@state.gov  
Mosul Ann Granatino Griffinsr@state.gov  
Husam Abu-Zaid BaghdadShipping@state.gov  
Erbil Matthew Ziems ziems@state.gov +964 (0) 770 443 1402 ext 429  
Van Gorgees; Abir Yalda; RaSu  
GorgeesVF@state.gov; YaldaAO@state.gov; +964 770 4430440 Ext. 4240; 0ErbilGSOShippingandCustoms@state.

#### a. WEIGHT RESTRICTIONS

DOS Arranged Moves: (Baghdad, BDSC, Erbil) N/ADOD Arranged Moves: "In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOS ARRANGED MOVES(Baghdad, BDSC, Erbil)UAB consisting of 500 pounds gross weight (Note: EFM's serving one year in Iraq will be authorized 450 pounds of UAB.) DOD Arranged Moves:"In accordance with the Joint Travel Regulations."

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Contact the State Department: DODPP@STATE.GOV.

## 3. CONSUMABLES

DOD and DOS For: Baghdad, Basrah, Erbil, IraqJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition.The JTR identifies Baghdad, Basrah, Erbil, Iraq. As having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

Special Recognition Package (SRP) Baghdad, Basrah, Erbil, Iraq.A consumables allowance of up to 300 pounds net weight (Note: EFM's serving one year in Iraq will be authorized 300 pounds consumables allowance.)Personnel who serve a second or third year in Iraq will be authorized an additional 300 pounds of consumables per year. The UAB allowance remains at 250 pounds for anyone who goes on Home Leave/Round Triptravel orders for the second/subsequent year of service. UAB is authorized to be shipped from the PCS Post to the SIP Post. At the end of the tour, UAB is authorized to be shipped back to PCS Post or traveler may cost construct to an alternate location.

### a. ALCOHOLIC BEVERAGES

Contact the State Department: DODPP@STATE.GOV.

### b. CIGARETTES/TOBACCO PRODUCTS

Contact the State Department: DODPP@STATE.GOV.

### c. COSMETICS

Contact the State Department: DODPP@STATE.GOV.

### d. FOOD STUFFS AND MEATS

Contact the State Department: DODPP@STATE.GOV.

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Contact the State Department: DODPP@STATE.GOV.

## 4. ELECTRICAL EQUIPMENT

Contact the State Department: DODPP@STATE.GOV.

#### a. HOME COMPUTERS

Contact the State Department: DODPP@STATE.GOV.

#### b. TVs/VCRs

Contact the State Department: DODPP@STATE.GOV.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

Contact the State Department: DODPP@STATE.GOV.

### 5. FURTNITURE, OVERSIZED

Contact the State Department: DODPP@STATE.GOV.

### 6. PETS/QUARANTINE

Contact the State Department: DODPP@STATE.GOV.

### 7. PRIVATELY OWNED FIREARMS (POF)

Contact the State Department: DODPP@STATE.GOV.

#### a. HAND GUNS

Contact the State Department: DODPP@STATE.GOV.

#### b. RIFLES/SHOT GUNS

Contact the State Department: DODPP@STATE.GOV.

#### c. TOY RELATED GUNS

Contact the State Department: DODPP@STATE.GOV.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Contact the State Department: DODPP@STATE.GOV.

### 8. PRIVATELY OWNED VEHICLES (POVs)

Contact the State Department: DODPP@STATE.GOV.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

Contact the State Department: DODPP@STATE.GOV.

#### b. MOTOR CYCLES/MOPEDS

Contact the State Department: DODPP@STATE.GOV.

**c. GASOLINE/CATALYTIC CONVERTERS**

Contact the State Department: DODPP@STATE.GOV.

**d. INSURANCE AND SAFETY REQUIREMENTS**

Contact the State Department: DODPP@STATE.GOV.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

Contact the State Department: DODPP@STATE.GOV.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

Contact the State Department: DODPP@STATE.GOV.

**11. TRANSMITTING EQUIPMENT**

Contact the State Department: DODPP@STATE.GOV.

**a. CBS**

Contact the State Department: DODPP@STATE.GOV.

**b. AMATEUR/HAM RADIOS**

Contact the State Department: DODPP@STATE.GOV.

**c. MARS EQUIPMENT**

Contact the State Department: DODPP@STATE.GOV.

**d. DISH ANTENNAS**

Contact the State Department: DODPP@STATE.GOV.

**e. CORDLESS PHONES**

Contact the State Department: DODPP@STATE.GOV.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Iraq should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Iraq.

**13. OTHER**

FSN phone # # +9647704430620 x2215 ITGBL Local Agents:Country: IraqPost:  
Baghdad Bureau: NEALocal Agents:Paxton InternationalAl Kindy Hay, Section 215Street  
#14, House #29Baghdad, IraqEmail: iraq@paxton.comDesert Road CCS Ltd.Address: Iraq,  
Baghdad, Baghdad InternationalAirPort, Cargo VillagePOC: Hazim Mithael, Operations  
Directorphone: 001 210 396 2008phone : 00964 (0) 790 198 6142e-mail :  
operations@desertroad.netPost: Basrah Bureau: NEALocal Agents:Desert Road CCS  
Ltd.Address: Iraq, Baghdad, BaghdadInternational AirPort, CargoVillagePOC: Hazim  
Mithael, OperationsDirectorphone: 001 210 396 2008phone : 00964 (0) 790 198 6142e-  
mail : operations@desertroad.netPaxton InternationalAl Kindy Hay, Section 215Street #14,  
House #29Baghdad, IraqEmail: iraq@paxton.comPost: Erbil Bureau: NEALocal  
Agents:1) Paxton International413 Ishtar, AnkawaErbil, IraqTel (1): +9647809143828Tel  
(2): 703 321 7600Email: erbil@paxton.comDesert Road LtdIraq, Erbil- 120 meter street,  
Atconz village, R2,Villa 82.Email: operations@desertroad.netTel(1): 001 210 396  
2008Post: Kirkuk Bureau: NEALocal Agents:Paxton InternationalItalian Village, House  
#591Erbil, IraqTel (1): +9647809143828Tel (2): 703 321 7600Email:  
erbil@paxton.comPost: Mosul Bureau: NEALocal Agents:Paxton InternationalItalian  
Village, House #591Erbil, IraqTel (1): +9647809143828Tel (2): 703 321 7600Email:  
erbil@paxton.coBasrahGSO Contact Information:Dan Trif TrifDG@state.govTel: 1-301-  
985-8635 x4013FSN Contact Information:Hassan Al-Khateeb Al-  
KhateebHMH@state.govTel: 1-301-985-8635 x4076Group  
EmailBasrahShipping@state.gov

## General Instructions: IRELAND (IE)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged moves: Contact (GBLOC: YSDK, DOS)Department of State Consignment.DoS arranged moves(TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:DublinJames Bennett bennettjc@state.govTel: +01-241-2409FSN Contact InformationMark West westma@state.govTel:+353-1-237 5876Group email:None Listed

#### a. WEIGHT RESTRICTIONS

DOD Arranged Moves:"In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD Arranged Moves:"In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Irish customs require a full inventory of all incoming shipments be furnished with customs clearance and transfer of residency forms in order for shipping agent to clear all HHG and air freight arriving in Ireland. It is important to mail one copy of all inventories and other documents to post as soon as they are available so shipments will not be delayed. These documents should be addressed to the shipment assistant. Without inventories post faces difficulties in obtaining release of shipments. Customs will refuse release and charge exorbitant storage fees. Upon submission of inventories

customs will release shipments.

### 3. CONSUMABLES

“No restrictions identified.”

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

“No restrictions identified.”

#### d. FOOD STUFFS AND MEATS

“No restrictions identified.”

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

“No restrictions identified.”

### 4. ELECTRICAL EQUIPMENT

“No restrictions identified.”. 220 volts/150 cy.

#### a. HOME COMPUTERS

“No restrictions identified.”

#### b. TVs/VCRs

“No restrictions identified.”. TV-Pal System.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

“No restrictions identified.”

### 5. FURTNITURE, OVERSIZED

“No restrictions identified.”

### 6. PETS/QUARANTINE



Ireland requires an extensive six-month quarantine for all animals (including birds) unless they are arriving from the United Kingdom, where they have been for a minimum of six months. No exceptions are made. The animal must arrive with a valid shot record, a current rabies shot (administered no more than 30 days prior to arrival), and a certificate of good health. The originals of these documents should travel with the pet but be sure you also have copies. Cost ranges from around 1500 dollars for a cat to over 2200 dollars for a dog, depending on size. Ireland has only one approved quarantine facility which is located on the outskirts of Dublin. You should contact the Irish Department of Agriculture's Veterinary Division for further information.

## 7. PRIVATELY OWNED FIREARMS (POF)

"No restrictions identified." See below information

### a. HAND GUNS

Local law requires a gun owner must be in possession of a current Irish Firearm Certificate (Gun License) for each firearm prior to importation into Ireland. In the absence of the owner's Irish Firearm Certificate, Irish customs will take possession of the firearms at the port of entry and will hold them until a firearm certificate is shown by the owner, at which time the firearms will be released to the owner. Irish laws governing the use and possession of any type of firearm are strictly enforced with heavy penalties. No person under the age of 16 years may own or use a firearm and will be denied a firearm certificate. A primary requirement of obtaining a Firearms License is the owner's proof of membership in a local gun club (approx USDOLS 45.00 to 55.00 per year) or permission from two local landowners to hunt on their property (no charge). The following are prohibited for importation or purchase throughout Ireland: (1) Automatic weapons (repeater and automatic shotguns must be adapted so that they carry no more than three cartridges); (2) Guns exceeding .22/250 (5.6mm) calibre or with a barrel shorter than 24 inches; (3) Cross bows. (4) Up to 500 cartridges may be imported with each gun. Cartridges of any bore are generally available in the larger Irish towns. Smaller towns will usually supply 12 bore cartridges, but there may be some difficulty in purchasing ammunition of smaller bore.

### b. RIFLES/SHOT GUNS

Employees must have the following information for each gun in order to complete the necessary application forms: (1) For rifle or airgun, air rifle, and shotgun: Applicant's date of birth; (2) Calibre, manufacturer, and number of gun; (3) Whether single or double barreled, or repeater; (4) Bore (calibre); (5) What type of birds or animals you hope to shoot; (6) Number of rounds of ammunition to be imported with gun; (7) details of any firearm certificate now held by you; (8) ETA of gun into Ireland. c. Deer hunting requires a Special Firearms Certificate and Hunting License. Rabbits are open season all year round and no hunting license is required. Long bows require a separate license in place of the Firearms Certificate, evidence of membership in a long bow club.

### c. TOY RELATED GUNS

See Above

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

See Hand Guns section.

## 8. PRIVATELY OWNED VEHICLES (POVs)

“No restrictions identified.”

### a. POVs (includes data on prohibited vehicles, colors, etc.)

It is imperative POVs not arrive in advance of member. Member should also handcarry all documentation in relation to vehicle. Do not pack Certificate of Title with HHG or POV as this is required to clear vehicle thru customs. All vehicles of 4 years or more will be required to pass the National Car Test to obtain a certificate of competency.

### b. MOTOR CYCLES/MOPEDS

“No restrictions identified.”

### c. GASOLINE/CATALYTIC CONVERTERS

“No restrictions identified.”

### d. INSURANCE AND SAFETY REQUIREMENTS

Motor Insurance in Ireland is extremely expensive. A minimum of third party coverage by an Irish insurance company is mandated by Irish Law. The following list includes factors which inflate already costly insurance premiums:(1) Imported/Non-standard vehicles to Ireland including left-hand drive vehicles;(2) Soft top convertible vehicles;(3) Vehicles in excess of 2000 C.C.;(4) Drivers under 30 years of age;(5) Drivers with no previous insurance record;(6) Drivers with previous accidents/convictions; (7) Vehicles with markings indicating a higher performance engine, e.g. turbo, GTI, etc. e. Inbound military personnel who are coming to Ireland on a transfer of residency basis are permitted to import one vehicle free of local duties provided vehicle has been in their possession for a period of at least six months prior to shipping. A valid certificate of title is required to register the vehicle.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“No restrictions identified.”

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“No restrictions identified.”

## 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

### a. CBS

“No restrictions identified.”

### b. AMATEUR/HAM RADIOS

“No restrictions identified.”

#### c. MARS EQUIPMENT

“No restrictions identified.”

#### d. DISH ANTENNAS

“No restrictions identified.”

#### e. CORDLESS PHONES

“No restrictions identified.”

### 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Ireland should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Ireland.

### 13. OTHER

DOS Arranged ITBL Local Agents:Country: IrelandPost: Dublin Bureau: EURLocal Agents:Arpin International,6B Elm House,Millennium Business Park,Naas,Co. Kildare.POC: Dee Hulse/Natasza PrzybylskaTel: 00-353-45-875-926E-Mail: dhulse@arpinintl.ienprzybylska@arpinintl.ieThe Household Moving Company Ltd.,Units 14-15, Block 13A,Ashbourne Business Park,Co. Meath.POC: Brian CarrollTel: 353-1-849-9266Cell: 353-87-282-699Email: brian@hhm.ie

## General Instructions: ISLE OF MAN (IM)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.d.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: ISRAEL (IL)

### 1. SHIPMENT INSTRUCTIONS

DOD Arranged Moves Effective 1 March 2017 GBLOC: WKAS, EURO Theater CPPSO assumes administrative support for Multinational Force and Observers Task Force Sinai, Egypt/Tel Aviv, Israel APO 09833. Consign ALL HHG and UB shipments for DOD Members NOT assigned to American Embassy/Consulate to: 405th AFSB, Unit 23152, Attn: BASOPS Transportation Division, Kaiserslautern, GE, APO 09054 (WKAS) as the destination installation in Block 20. GBL Block 18 should read Tel Aviv, Israel. DO NOT SHIP VIA DPM. DO NOT USE RATES FOR GERMANY (GE). Shipments from CONUS to Israel will be Special Solicitation, shipments from OCONUS to Israel will be OTO, and consigned as follows: (1) Shipment of unaccompanied baggage by air: Local transportation officers are directed to transport unaccompanied baggage by air to Tel Aviv, Israel. Consign TO, Logistics Supervisor, (MFO) C/O "Name of Service Member", Multinational Force and Observers, c/o J. Sassower Ltd., Ben Gurion International Airport, Israel Tel: 972-3-9711284 (2) Shipment of unaccompanied baggage by sea freight: Consign TO, Logistics Supervisor, (MFO) C/O "Name of Service Member", Multinational Force and Observers, c/o J. Sassower Ltd., Ashdod Port, Israel, Tel: 972-8-8564868 PLEASE NOTE ALL SEA BILL OF LADINGS SHOULD INDICATE " IN TRANSIT TO SINAI EGYPT". Advance shipping documents must be emailed to BASOPS Transportation, Kaiserslautern, Germany: usarmy.rheinland-pfalz.405-afsb.mbx.basops-t-inbound@army.mil.

DOD Arranged MOVES SHIPMENTS TO : 13th Missile Defense Battery, BEERSHEBA, ISRAEL (SITE 512) Euro Theater CPPSO assumes administrative support for shipments to and from this site. Consign all HHG and UB shipments for DOD Members to Euro Theater CPPSO, Unit 23152, Kaiserslautern, Germany APO 09054, WKAS Block 20. Block 18 should read: Bisla 883 - Mash'abim Camp Beersheba, ISRAEL 8554500 POC: LNO (Ben Mochiachvili) (+972 50-720-2628) Do not ship via DPM. Do not use rates for Germany (GE). Shipments from CONUS to Israel will be Special Solicitation, shipments from OCONUS to Israel will be OTO and addressed to member, member's agent or unit of assignment at destination. Counseling services, including scheduling pickup and delivery of personal property will be provided by Transportation Office Baumholder, Germany. Instruct customer to contact Transportation Office Baumholder by email: usarmy.baumholder.405-afsb.list.transportation@army.mil. Do not ship POVs/ motorcycle into the country. DOS ARRANGED MOVES DoS arranged moves "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email:



DODPP@STATE.GOV.4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.5. For shipments to US Embassy's in Tel Aviv and Jerusalem, processes as Department of State. Jerusalem Kurt Pearson pearsonkd@state.gov Tel: +97226493001; +97226493 JerusalemShipping@state.gov Tel: 972-2-6227275; 972-50-20 JerusalemShipping@state.gov

#### a. WEIGHT RESTRICTIONS

Commercial storage facilities are unavailable. NTS should be utilized for excess HHG for the duration of the overseas tour. MFO ARMY PERSONNEL: 500 LB UB Only. SM is not authorized to bring any big furniture or a POVs/motorcycle into the country. The provision of the international consignment guide for Tel Aviv applies: Weight limit for Unaccompanied baggage will not exceed 500 LBS. To ship personal property at Government expense, contact local Transportation office to arrange for shipment. Unaccompanied baggage shipments should be made 9-12 weeks prior to report date to the MFO and should be accompanied by an inventory and marked. MFO personal items for (name, rank, box# of boxes). "Consign Unaccompanied baggage shipment to: Logistic supervisor, multinational force and observers, Tel Aviv, 1 Ben Gurion Street, Nnei Brak 51201 Israel, Phone number for commercial shipments is 011-972-9-6690, Fax 6691. (1) ARMY PERSONNEL:

(a) Accompanied & Unaccompanied tour: 25 percent of full JFTR weight allowance or 2,500 pounds, whichever is greater. (b) UB shipments via expedited mode (commercial air), maximum of 1,000 net pounds including PBP&E is authorized (see JFTR U5320B). (c) The administrative weight restriction does not apply to the Defense Attache Officer (DAO). The DAO is authorized to ship full JFTR weight allowance. (see JFTR U5315C.1.c.) (2) Navy personnel: 25 percent of full JFTR weight allowance or 2,000 pounds, whichever is greater. NOTE: A weight restriction will not apply unless it appears in the member's orders. Refer to NAVSUP Pub 490 for detailed guidance.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified. "but use OTO/ITGBL system, do not use AMC. Refer to consignment instructions below:

#### d. UNACCOMPANIED BAGGAGE

Refer to the Weight Restrictions Do not Ship Sappi Plates in UB.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

DOD and DOS Shipments: Customs Clearance Procedures, Requirements, and Restrictions Due to local customs regulations all shipments consigned to the American Embassy in Tel Aviv and the American Consulate in Jerusalem must NOT arrive before the owner and all shipments for both destinations must be consigned and labeled separately. Please ensure that all RDD's and relevant paperwork correspond with the above. Any question may be directed to 1) American Embassy in Tel Aviv, GSO Shipping section at 011-9-972-971-2230/1/3, FAX 011-972-9-955-8656/5802, E-mail: TelAvivGSOShipping@state.gov 2) American Consulate Jerusalem, tel. 011-972-2-622-7284, FAX: 011-

972-2-622-3561, E-mail: JerusalemShipping@state.gov. 3) Shipments for the Multinational Force Observers (MFO) must be consigned separately to them. For details, please see the GBLOC for MFO, E-mail: email@mfo.org. (CH)

### 3. CONSUMABLES

“No restrictions identified.”

#### a. ALCOHOLIC BEVERAGES

Current Government of Israel (GOI) regulations do allow the import of such items within the limits of reasonable amounts for personal consumption. Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Current Government of Israel (GOI) regulations do allow the import of such items within the limits of reasonable amounts for personal consumption. Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

“No restrictions identified.”

#### d. FOOD STUFFS AND MEATS

The import of non-kosher frozen meat is not allowed by GOI.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Importation of such items may need the prior approval of the local GOI Ministry of Health - please contact the Embassy's Shipping Office for details.

### 4. ELECTRICAL EQUIPMENT

“No restrictions identified.”

#### a. HOME COMPUTERS

“No restrictions identified.”

#### b. TVs/VCRs

“No restrictions identified.”

#### c. OTHER (i.e. COMPATIBILITY, ETC)

“No restrictions identified.”

## 5. FURTNITURE, OVERSIZED

“No restrictions identified.”

## 6. PETS/QUARANTINE

Import of animals accompanied by owners i.e. pet dogs, cats, birds, rabbits, and rodents, which are not considered wildlife, up to two of each type, accompanied by their owners, are exempt from a Veterinary Import Permit provided that: - All pets must have a certification of inoculation for rabies and a Veterinary Health Certificate, issued by a government veterinary officer in the country of origin within 7 days prior to export is attached, stating that the animal were examined, found healthy, free from infectious and contagious diseases. And that a declaration has been received from the owner stating that the animal has been in his/her possession for at least the last 90 days. - An international certificate of vaccination stating that the dogs or cats have been vaccinated against rabies, not more than a year and not less than a month prior to shipment to Israel. - Dogs and Cats younger than three months will not be admitted. Every Importation of Animals must be notified to the Ramla Quarantine station at least 48 hours prior to the arrival to Israel Fax No. 972-8-922-9906. Animals arriving in good health and properly certified will generally not be quarantined. For further information please contact the following: The Director of the Veterinary Services / Import Export Officer P.O. Box 12. Beit Dagan 50250, Israel, Fax: 972-3-690-5194 or Ramla Quarantine Station, P.O. Box 63, Ramla, Israel. Fax: 972-8-922-9906

## 7. PRIVATELY OWNED FIREARMS (POF)

Only certain non-automatic firearms and ammunition may be brought to Israel. Prior permission from Chief of Mission stating exact type, etc. is mandatory. They cannot be shipped with personal effects. All firearms must be registered with local authorities and licensed by them in the owner's name. Hunting licenses must be applied for separately. Obtaining Approval is very complicated Preference is not to ship. (CH)

### a. HAND GUNS

Obtaining Approval is very complicated. Preference is not to ship.

### b. RIFLES/SHOT GUNS

Obtaining Approval is very complicated. Preference is not to ship.

### c. TOY RELATED GUNS

“No restrictions identified.”

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Obtaining Approval is very complicated. Preference is not to ship. (CH)

## 8. PRIVATELY OWNED VEHICLES (POVs)

MFO and site 512 Do not ship POVs/ motorcycle into the country.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

DOS: The Israeli Ministry for Foreign Affairs and Customs Authorities do not authorize the importation of POV's until the owner has arrived in country. Please make sure that the arrival of a POV coincides with that of the owner. (1) VEHICLE DETAILS: The following details must be forwarded to post: make and model, year, engine size (very Important) and VIN No. Before shipping a POV please fax and send a copy of vehicle title to: 1) American Embassy Tel Aviv, Israel GSO Shipping, FAX 011-972-9-955-8656, Email: TelAvivGSOShipping@state.gov. 2) American Consulate, Jerusalem, FAX: 011-972-2-622-3561, E-mail: JerusalemShipping@state.gov. (2) REGISTRATION: US spec POV's are allowed to be imported. Before shipping any vehicle to Israel please check with the appropriate local transportation office. (3) ADDITIONAL INFORMATION: Employees are exempt from customs duties on bought or imported vehicles. However, such duties will have to be paid when selling a vehicle on the local market and therefore will have a direct bearing on your ability to sell the vehicle upon departure. Customs duties are based on each vehicle and on the current customs regulations in force at the time. The age of the vehicle does not necessary allow for graded reduction. (4) RESTRICTIONS: The importation of diesel powered vehicles (older than 4 years) or right hand drive vehicles is not permitted by the GOI. (5) SECOND VEHICLE: Employees, if accompanied by a spouse, are permitted to import or purchase a second POV duty-free.

#### b. MOTOR CYCLES/MOPEDS

Motorcycles and mopeds are considered as POV's in Israel.

#### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded fuel is available; therefore catalytic converters do not have to be removed.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Insurance costs in Israel are subject to the Dollar rate and Inflation and can vary greatly depending on the type of vehicle. There are 2 basic kinds of insurance in Israel. (1) Mandatory Insurance: This is a statutory insurance set by the Government of Israel (GOI). Its purpose is to cover bodily injury to any person involved in an accident. No vehicle may be registered or driven on Israeli roads without this insurance. This insurance costs between 500-900 USD (depends on the make and model, engine size or weight of the car). (2) The second kind of insurance, which covers damage to property, can be split into different levels of coverage: I) Third Party/Liability covers damage to the other party's vehicle. II) Comprehensive/collision covers all eventualities e.g., theft, damage to owner's vehicle. The policy may be purchased locally or from the US, however, please note that some US policies do not cover for third party. In addition, please check when purchasing a US policy how you would be represented locally in the case of an accident. Embassy policy requires at least third party coverage for all Embassy POV's.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is PROHIBITED."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"Importation is PROHIBITED."

**11. TRANSMITTING EQUIPMENT**

All such equipment must have prior approval from local Ministry of Communications. (CH)

**a. CBS**

“Importation is PROHIBITED.”

**b. AMATEUR/HAM RADIOS**

Requires local Government authorization prior to shipping.

**c. MARS EQUIPMENT**

Requires local Government authorization prior to shipping.

**d. DISH ANTENNAS**

Requires local Government authorization prior to shipping.

**e. CORDLESS PHONES**

Requires local Government authorization prior to shipping.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

a. Personnel moving to Israel incident to retirement or separation are considered new immigrants and/or temporary residents, depending on the type of visas obtained. Local regulations require that in some cases shipments be opened, inspected, and assessed by Customs Authorities, in owner's presence, at port of arrival and any custom duties and/or import taxes be paid before goods are released for onward movement to final destination. Therefore, owner must ensure that if required, they are present at the time of release of their effects. They must also make certain they fully understand any limitations in their Israel Visa category before their arrival in Israel, which might cause unnecessary delays in releasing their shipments. b. Household effects must be consigned to the owner and shipped by prepaid sea freight only. AMC flights should not be used for this type of shipments. Destination PPSO is TMO, Israel tel. 011-972-9-956-7081 fax. 011-972-9-950-1611, E-mail: Laurence.Bliss.is@dcma.mil.

**13. OTHER**

ITGBL Local Agents. Post: Jerusalem Bureau: NEALocal Agents:GlobusAddress: 7 Habosem Street, Industrial CenterAshdod, PO Box 1230, 77610, Israel.Tel. 972-8-932-4222,Fax. 972-8-942-8526,www.globus-intr.co.ilPOC: – Ofer Grinberg tel. 972-8-932-4261, mobile972-52-6845418, oferg@globus-intr.co.ilMaxim 9 72-8-932-4245maximd@globus-intr.co.ilSonigoAddress: 6, Bnei Darom Industrial Area, P.O.B4068, Ashdod 7714001, IsraelTel: 972-8-6111-222, Fax: 972-8-6111-223,www.sonigo.comPOC's - Shmuel Mantinband mobile 052-611-9670, Shmuel@Sonigo.com,Joe Semel mobile 052-611-9669,joe@sonigo.com,Teamnet Ltd.Address: P.O. Box 5, Atlit, 303000, IsraelTel. :+972-4-866-9991 Fax: +972-4-8669995www.teamnet.co.ilPOC: Suren Shahnazarian Mobile +972- 52-

5800922 suren@teamnet.co.ilDoron Etzion mc@teamnet.co.ilOcean RelocationAddress:

Yakum Post, Kibbutz Yakum 6097200, IsraelTel: 972-9-971-2000 www.ocean-il.co.ilPOC's -  
Eran Drenger mobile 052-3691911,eran.drenger@oceanil.co.il Dana WilfDrenger mobile 052-  
3691913,dana.drenger@ocean-il.co.ilSima Pasternak, mobile tel. 052-  
3279924,Sima.pasternak@oceanrelocation.comGeneral- Email:  
sales@oceanrelocation.comUnivers Transit Ltd.Address:5, Sharon Street, Airport City  
7015101,IsraelTel. 972-8-8563145,Fax 972-8-8563387www.univers-transit.co.ilPOC: Ilan  
Rebibo Mobile 054-4226268a\_rebibo@univers-transit.co.ilTeamnet Ltd.Address: P.O. Box  
5, Atlit, 303000, IsraelTel. :+972-4-866-9991 Fax: +972-4-8669995www.teamnet.co.ilPOC:  
Suren Shahnazarian Mobile +972- 52-5800922 suren@teamnet.co.ilDoron Etzion  
mc@teamnet.co.il

## General Instructions: ITALY (IT)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: GBLOC: UCFS FOR -31 FW, AVIANO AB, ITALYGBLOC: UMNL FOR -NAS, SIGONELLA, SICILY, ITALYGBLOC: UCNQ-FLCI-NAPLES, ITALY

usn.naples.navsupflcsnaples.mbx.pps@us.navy.mil GBLOC: WKAS-PPPO-VICENZA, ITALY For detailed shipping instructions, visit the respective PPCIG GBLOC details.1) ARMY PERSONNEL:

(a) Accompanied tours: Full JTR weight allowance for all areas. (b) Unaccompanied Tours: Full JTR weight allowance is authorized for all areas; however, it is STRONGLY recommended that single/unaccompanied personnel ship no more than 25% (net) of their authorized weight allowance, including UB Transportation. Unaccompanied housing, including barracks rooms, are small and generally cannot accommodate HHG greater than 25% of the authorized weight allowance. Soldiers should be briefed that NTS government facilities are not available in Europe and excess HHG should be stored at a CONUS NTS facility prior to their arrival. Soldiers are financially responsible for storing all excess HHG that cannot fit into their assigned government quarters. Excess HHG will not be shipped back to CONUS. Soldiers should contact the housing office at their gaining duty station or their sponsor to request information on unaccompanied housing prior to making arrangements to ship HHG. DOS Arranged Moves: DOD and USCG personnel assigned official duty under chief of missions, are authorized shipment of HHGS/TDY weight allowance using DOS IAW DTR, Part IV, App. F. Upon completion of the following actions, member must be advised to coordinate pickup and delivery directly with DOS transportation. PPSO/PPPO instructions: A. Ensure member/employees are counseled within DPS IAW JTR entitlements and service regulations.

B. Ensure DD form 1299 is accomplished for each shipment and contains the following statement in the remarks block "department of state managed shipment". C. Submit DD form 1299, DD form 1797 and a copy the member/employees orders via fax/mailed to US Department of State Transportation and Travel Management Division, phone: 1-800-424-2947 or 202-663-0891/0892, fax: (202) 663-3209, email: dodpp@state.gov. D. After submission of required documents to dos, place the DPS shipment record in a "cancelled" status. GSO Contact Information: Rome Tel: +39-06-4674-2160 Franco Malnati; Quirino Mastra malnatif@state.gov; FSN Contact Information: MastrantonioQ@state.gov Tel: 39 06 4674 2268; 39-06-46 Group Email: RomeGSO-ShippingDL@state.gov Naples GSO Contact Information: Richard N. Reilly ReillyRN@state.gov 39 081 583 8240 Sonia E. Haeg; Massimo De M haegse@state.gov; FSO Contact Information: DeMarzoM@state.gov 39 081 583 8248; 39 081 583 8 Group Email: NaplesGSO@state.gov Milan GSO Contact Information: Karen Doig MilanGSO-ShippingDL@state.gov +390229035329 FSO Contact Information: Francesco Geronimo GeronimoF@state.gov Tel: 39-02-29035-389 Group Email: MilanGSO-ShippingDL@state.gov Florence GSO Contact Information: TBD TBDBDFSO Contact Information: Paolo Poli PoliPA@state.gov Tel: 39-055-266-95-227 Group Email: None Listed

#### a. WEIGHT RESTRICTIONS

DOD Arranged Moves: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

**b. CONTAINER/CRATING REQUIREMENTS**

"No restrictions identified."

**c. HARD LIFT AREA**

None, but use OTO/ITGBL system, do not use AMC. Refer to consignment instructions below:

**d. UNACCOMPANIED BAGGAGE**

DOD Arranged Moves:"In accordance with the Joint Travel Regulations."DOS arranged shipments: Contact DOS.

**2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS**

DTR Part IV, CHAPTER 401,G. REQUIRED SUPPORTING DOCUMENTATIONd. On all iHHG/UB shipments from the CONUS or Alaska to overseasdestinations or between overseas areas, the following documents must beprovided to the TSP for customs clearance:(1) Clearance forms required by the host government.(2) A copy of DD Form 1299.(3) A copy of customer's Permanent Change of Station (PCS) or TemporaryDuty (TDY)/Temporary Additional Duty (TAD) orders

**3. CONSUMABLES**

"No restrictions identified."

**a. ALCOHOLIC BEVERAGES**

Alcoholic beverages (liquors/wines) limited to 1 liter per adult person, either hand carried or imported with personal property shipment.

**b. CIGARETTES/TOBACCO PRODUCTS**

Tobacco products limited to 400 grams per adult person for importation from US and 200 grams from all other countries.

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."



### a. HOME COMPUTERS

"No restrictions identified."

### b. TVs/VCRs

"No restrictions identified."

### c. OTHER (i.e. COMPATIBILITY, ETC)

(1) Aviano AB: Members should contact their sponsors for specific information. Currently the Furnishing Management Office (FMO) provides all major household appliances, wardrobes and transformers to operate the small appliances since there is a difference in wattage. (2) Leghorn: Ranges, refrigerators, washers, dryers, kitchen cabinets, and wardrobes should not be shipped as these items are provided by Central Furnishing Management Office. Non-temporary storage of items shipped is not authorized. (3) Naples: Ranges, refrigerators, freezers, washers, dryers, kitchen hutches, and wardrobes should not be shipped as these items are provided by Partial Full Tour Furnishing (PFTF). We advise the service member to check with his or her sponsor for details. (4) NAS Sigonella: It is not recommended to ship major electrical appliances due to the difference in wattage. The Housing Office provides the following items for use in on and off base housing: washer, dryer, refrigerator, stove, microwave, kitchen cabinets, wardrobes, transformers, gas detectors, carbon monoxide detectors, computer desk, standing fan, and medicine cabinet. We strongly advise that the member check with his sponsor before arranging his shipment to Sicily.(5) La Maddalena: It's not recommended to ship a range, freezer, refrigerator, kitchen cabinet, washer, dryer and wardrobes, these items are provided by the Houshing Office upon request. (CH)(6) DTR Part IV, CHAPTER 401,G. REQUIRED SUPPORTING DOCUMENTATIONd. On all iHHG/UB shipments from the CONUS or Alaska to overseasdestinations or between overseas areas, the following documents must beprovided to the TSP for customs clearance:(1) Clearance forms required by the host government.(2) A copy of DD Form 1299.(3) A copy of customer's Permanent Change of Station (PCS) or TemporaryDuty (TDY)/Temporary Additional Duty (TAD) orders

## 5. FURTNITURE, OVERSIZED

Government and Economy living quarters are generally smaller than those in CONUS.Economy housing in Italy accommodate more HHG than government quarters, but are still smaller than homes and apartments in the United States. Many have narrow doorways and tight stairwells that cannot accommodate furniture that would fit easily into an American home. Service members shipping large items such as king and/or queen size box springs and mattresses, oversized sofas, or other large furniture items that cannot be disassembled, may encounter problems when residing in government or economy housing due to narrow stairwells. Washers, dryers, ranges, refrigerators, kitchen cabinets, and wardrobes are furnished for Government and Economy quarters. There is no Non-temporary storage in Europe authorized for HHG shipped in excess of what will fit, or is too large to be placed in,the Soldiers living quarters. Excess property shipped will not be stored at Government expense.Storage will be at the Soldiers expense.

## 6. PETS/QUARANTINE

Standards laid out in the following document address requirements for shipping dogs, cats, and ferrets from the United States. PLEASE NOTE: Ferrets are not accepted as pets for movement on AMC military or commercially contracted aircraft. If you require information on shipments for ferrets or other exotic pets please contact your local USDA field office. NOTE: For the remainder of this document the term pet or pets refers to dogs and cats only. ATTENTION: An examination fee of 55 Euro per pet will be implemented February 1, 2013, for all non-EU citizens who import a pet into the country.

**A. Quarantine Period** - There is no quarantine period for pets entering Italy.

**B. Identification** (Via standard electronic identification system with a read-only passive radio frequency identification device known commonly as a transponder "Microchip"):

- (1) Complies with ISO standard 11784 and 11785
- (2) Where the microchip does not comply with ISO standard 11784 or 11785, the owner or the natural person responsible for the pet on behalf of the owner must provide the means necessary (Microchip Reader/Wand) for reading the non-ISO compliant microchip at the time of inspection
- (3) The microchip must be implanted before the primary rabies vaccination or valid rabies booster is given to the pet before traveling:
  - a) Primary Rabies Vaccine - This is the first rabies vaccination a pet ever receives; for EU countries this also applies to the first rabies vaccine given after the microchip was implanted; that is, rabies vaccinations received prior to the pet being microchipped are NOT recognized by the EU
  - b) Valid Rabies Booster - This is a rabies booster that was given to the pet before the previous (Either the primary rabies vaccine or another rabies booster) rabies vaccination expired

**C. Rabies Immunization:**

- (1) Usually is required for all pets entering Italy
- (2) Pets less than three months of age coming from the United States may not always require the rabies vaccination

**IF:**

- (a) These pets have pre-authorization from the EU member state BEFORE entering the country
- (3) Any one year dose or three year dose rabies vaccine is valid as long as it is a U.S. approved vaccine, and was administered according to the manufacturer's specifications (for instance, a vaccine labeled for 1 year use cannot be utilized as a 3 year vaccine)
- (4) A valid rabies vaccine must occur after the animal has been microchipped to be valid for entry into an EU member state
- (5) At least 21 days must have elapsed between the completion of the primary rabies vaccination (as specified above) and before the pet enters the EU member state
  - (a) However, if the animal received a valid rabies booster after -- 21 days does not have to elapse before travel.
  - (6) If a pet has received a non-ISO compliant microchip and then received a valid rabies vaccination with 21 days having elapsed since that vaccination and entering the EU member state; they:
    - (a) Do not require implantation of another ISO compatible microchip, but are required to carry with them a microchip reader/wand capable of reading the non-ISO compatible microchip implanted in their pet
    - (b) Do not require administration of another rabies vaccination before traveling as long as the rabies vaccination received is still valid
    - (c) Can have an ISO compatible microchip implanted in their pet so they do not have to carry the reader/wand with them

1. If they get this ISO compatible microchip implanted, they do not have to receive another rabies vaccination following this second microchip implantation. They are only required to document both chips on the required forms with their implantation dates.

**D. Documentation** (Verify the correct required documentation with your local USDA office):

- (1) APHIS Form 7001 (Nov 2010) - Acquired from any Army veterinarian, local veterinarian or USDA office
  - (a) Valid for only 30 days after issuance
  1. Timeframe the form is valid can be shortened per the requirements of the Airline the service member is traveling on
  - (b) Requires certification by a USDA Accredited Veterinarian, Army Veterinarian, or GS 0701 Veterinarian before travel
  - (c) This form is not required to enter the European Union (EU)

1. However, it's highly recommended that service members acquire this form before travel from their on-base Army veterinarian to preclude the following:

- a. If a member flies on a commercial carrier they may be

required to have this form. If a member is scheduled to fly Patriot Express and somehow has to divert to a commercial carrier, having this form in advance alleviates last minute costs (\$200) or delays. This form is not required to travel on Patriot Express(2) EU Non-Commercial Pet Form (Bilingual Health Certificate)(a) See link Under Pets heading Pets Dog, Cats, and Ferrets) [http://www.aphis.usda.gov/regulations/vs/iregs/animals/animal\\_italy.shtml](http://www.aphis.usda.gov/regulations/vs/iregs/animals/animal_italy.shtml)(b) Valid for 10 days to enter European Union and 4 months once inside the European Union. Timeframe the form is valid can be shortened per the requirements of the Airline the service member is traveling on(c) Requires certification by a USDA Accredited Veterinarian, Army Veterinarian, or GS 0701 Veterinarian before travel. Helpful Hints:(1) As soon as you know you are going to travel and no later than 22 days prior to travel, get your pet microchipped first and then vaccinated for rabies if you have not already done so. Remember: A VALID RABIES VACCINE MUST OCCUR AFTER THE MICROCHIP IS IMPLANTED(a) This will ensure the required 21 days has elapsed post vaccination prior to travel(2) When completing your required documentation (before you mail the forms or travel to your local USDA office to get them certified, if not using your on base Army veterinarian), fax or over-night ship them to your local USDA office to ensure they are filled out correctly before traveling to their office(a) This will ensure you do not waste travel time or postage only to have to redo the paperwork(3) Many overseas bases have a full-time veterinarian on staff as well as commercial veterinarians available on the economy(a) Most bases require pets to be registered with the base veterinarian after arrival. Check with base veterinarian for details(4) The pet cage or carrier (See carrier shipping rules for correct cage dimensions based on pet size) used for shipping the pet must be labeled with the owner's name, pet's name, owners (or nominated persons) address, contact number and contact number in Italy.(5) Since 21 Apr 2001, Germany has had a law in place prohibiting importation of certain dog breeds regarded as dangerous. For more information consult [http://www1.zoll.de/english\\_version/a0\\_passenger\\_traffic/e0\\_vub/h0\\_dangerous\\_dogs/index.html](http://www1.zoll.de/english_version/a0_passenger_traffic/e0_vub/h0_dangerous_dogs/index.html). You may also contact the base veterinarian at your destination. F. Unauthorized Pets:

The import of Pit bull Terriers, American Staffordshire Terriers, Staffordshire Bull Terriers and their crossbreeding is prohibited. G. Fees:(1) The USDA form certification fee (approximately \$70+, plus any shipping and handling if by mail)(2) Transporting pets to and from the PCS destination is at the member's expense and cost is based on the size of the pet being transported. Connecting flights may have fees in addition to AMC fees from BWI(3) EFFECTIVE 1 February 2013, The fee for the import examination is 55 Euro. (4) All pet requirements are at the member's expense

## 7. PRIVATELY OWNED FIREARMS (POF)

Shipping of any kind of weapon is prohibited. The Italian Government has imposed a ban on shipment of privately owned firearms to Italy. POF includes any weapons that is designed for or can be readily converted to be used for attack, defense, sports, games or hunting by driving a projectile through the barrel. This includes air pistols, air rifles and firing replicas of antique firearms. Additionally, it includes spring-opening knives, fixed bowie knives, straight-edge razors, brass knuckles, blackjack devices, cans with sharpened points, pipes, chains, slings, metal spheres, and any other like weapon which may be used for offending a person is forbidden. Italian law states that pocket knives may be carried, but the blade must not exceed two inches in length.

### a. HAND GUNS

"Importation is PROHIBITED."

#### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

#### c. TOY RELATED GUNS

Contact PPSO for Guidance.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Importation is PROHIBITED."

### 8. PRIVATELY OWNED VEHICLES (POVs)

**SAFETY REQUIREMENTS:** There are no restrictions as to color, age, dimensions, or special lighting of POVs imported. Vehicles must be in mechanically safe operating condition and each must undergo a detailed safety inspection. Vehicles that do not conform to the mechanical and safety standards may be denied a decal and/or temporary pass for operation aboard the military installation. Common causes of POV inspection failures in Italy are:(1) Brakes: A POV must have two separate means of applying brakes. The failure of one braking system must not affect the other.(2) Horns: A POV must be equipped with horns capable of being heard at least 200 feet.

(3) Lights: All installed lights must be operational. The tail lights or a separate lamp must illuminate the rear license plate. Backup lights must function when the transmission is engaged in reverse gear. All POVs except light motorcycles or mopeds 50cc or less will be equipped with directional signals.(4) Tires: All tires must have at least 1mm tread over the complete tire surface. No re-grooved tires are allowed; the tires must be mounted on the drive wheels of the vehicle, unless the POV is equipped with snow tires. Tires extending laterally beyond the fenders are prohibited.(5) Windshield Wipers: Must be operational and the blades serviceable.(6) License Plates Mounts: All vehicles require front and rear license plate mounts. (7) Others: Faulty exhaust system, exterior condition (missing fenders, broken windows, etc.), missing mirrors, and improper wheel alignment (wheels that cannot be turned from full right to full left without jamming or rubbing part of the vehicle). VPC: Livorno,Italy Requirements: "Members shipping a POV to Italy are advised that it is extremely important that the owner's name shown on the title of the vehicle or the current vehicle registration must match the name of the person registering the POV. The Italian customs does not accept a power of attorney from any person other than the person whose name is shown on the title of the vehicle or the current vehicle registration to register a POV.AVIANO REQUIREMENTS: All POVs operating on Aviano Air Base will conform to POV Safety Standards outlined in Aviano Instruction 24-307 (available on the Aviano Air Base Web-Page ([https://avo-intranet/LogReadiness/\\_html/lgrvm\\_pov\\_main.htm](https://avo-intranet/LogReadiness/_html/lgrvm_pov_main.htm))). (CH)POV DOCUMENTATION: Duty-free clearance of POV and/or motorcycle/moped shipped as a POV is arranged by military terminal personnel at the port of entry. In order to complete this procedure expeditiously, it is imperative that the DD 788 or DD 788-2 clearly states the correct chassis and license of the vehicle imported. To further expedite customs clearance and vehicle registration, ensure that the advance copy of the DD 788 or DD 788-2 is mailed to the destination ITO/TMO prior to shipment arrival. Also ensure member retains a legible copy of the DD 788 or 788-2 for both automobile and/or moped/motorcycle shipped as POV. "Members shipping a POV to Italy are advised that it is

extremely important that the owner's name shown on the title of the vehicle or the current vehicle registration must match the name of the person registering the POV. The Italian customs does not accept a power of attorney from any person other than the person whose name is shown on the title of the vehicle or the current vehicle registration to register a POV." (CH)

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) The Italian Ministry of Finance (Customs) authorizes DOD military and civilian employees to import, free of duty taxes, no more than three privately-owned motor vehicles including motorcycles for personal and/or family member's use. However, only one is authorized at government expense. For registration and licensing of a vehicle that exceeds 50cc personnel must be 18 years of age and possess a valid operators permit for the imported automobile or motorcycle. For motorcycles that exceed 350cc personnel registering must be 18 years of age. (2) Due to customs clearance process, POVs for La Maddalena, IT, should be consigned to KF1 Naples or FFT KG2 La Maddalena, IT. Forward a legible copy of the POV registration with a copy of the PCS orders to NAVSUPACT La Maddalena, same procedures applies to shipping a motorcycle with HHG.

(3) Due to customs clearance process, members shipping a POV to the Port of Naples are advised it is extremely important to forward a legible copy of the POV registration prior to the expected arrival date of POV. Mail to: PPSO S43 NAVSUPACT, PSC 808 Box 42, FPO AE 09618-0042. Same procedures apply to members shipping a MOPED or motorcycle with HHG. (4) A POV shipped at owners expense must clear customs at the port of entry. Customs clearance must be arranged through a broker and all associated fees are the owner's responsibility. The fee is approximately 250 US dollars.

#### b. MOTOR CYCLES/MOPEDS

FOR ASSISTANCE AND CLARIFICATIONS ON MOTORCYCLE AGE RESTRICTIONS FOR NAVY PERSONNEL ASSIGNED TO NAPLES AND SIGONELLA, PLEASE REFER TO THE APPROPRIATE PPCIG INTERNATIONAL PPSO PAGE. NOTE: Motorcycle age restrictions ONLY affects Air Force members assigned to Aviano Air Base, Italy. To drive motorbikes, starting 19 January 2013, there are three different kinds of driver's licenses: A1, A2, or A. A1 driver's license can be obtain with 16 years of age and allows driving small motorbikes, A2 driver's license it is an intermediate license slightly different from the one that was released prior than 19 January 2013 because allows, from 18 years of age on, to drive motorbikes which have a slightly higher power. Driver's license A, no limits driver's license, also known as A3 driver's license, allows driving all kinds of motorbikes but now, it can be obtained only after 24 years of age. The age limit can be lowered to 20 provided that an A2 driver's license has been issued to the driver since at least two years. The driver who already has the B driver's license, to obtain the A driver's license only need to take the practical exam. To start driving a motorbike prior than 24 years of age, it is then possible to obtain A1 driver's license starting with 16 years of age or A2 driver's license starting from 18 years of age. It is important to underline the fact that the concept of loss of limits does not exist anymore: to pass from one category to the other it is always necessary to take the corresponding practical exam. CONTACT the destination TMO/ITO before shipping your motorcycle! ATTENTION: Personnel assigned to Aviano AB are NOT authorized shipment of any Off-Road vehicle to this location regardless of the cc's. 1. All mopeds, motorbikes, and motor scooters shipped with HHG are entered duty free, but must be licensed and registered with the motor vehicle registration office prior to use on the road. Plates will be not issued for those less than 50 cc. To operate any motorcycle, or other two wheeled vehicles the



registered owner/operator must be 18 years of age and have a motorcycle endorsement on the stateside license. Also before registration and licensing all individuals must show evidence of successfully completing an approved motorcycle safety course. (CH) 2. To effectively clear customs by local port officials, all mopeds/motorcycles shipped with HHG must be packed in a separate container (Container # 1). a. Crate must be properly marked on the outside of the crate that this shipment contains a motorcycle/moped b. Government Bill Of Lading i. Block 27 1. This shipment consists of one lot of household goods and motorcycle (Type, chassis/serial number)

c. Inventory must include: i. Type, Year and Make of Motorcycle/Moped ii. Serial/Chassis Number d. Transportation Control and Movement Document (TCMD) i. Type, Year and Make of Motorcycle/Moped ii. Serial/Chassis Number 3. A copy of the title/registration, the members orders, GBL and inventory regardless on destination must be sent to Personal Property Shipping Office, Attn: Motorcycle Clearance, PSC 808 Box 42 FPO AE 09618 4. Failure to comply with this requirement could result in the return of the motorcycle/moped, confiscation by Italian Customs Authority, fine or penalty and paid of importation fees. 5. Carrier Must Ensure the following: a. Inventory is properly prepared b. GBL is annotated with the motorcycle c. Ocean Bill of Lading Identities that shipment contains motorcycle d. Advance paperwork is forward to General or Port Agent.(Vicenza and Livorno) The following guidance is provided to assist with shipment of motorcycles into Italy for GBLOC: WKAS area of responsibility. Motorcycles may be shipped as Household Goods but must be packed in a separate container and listed on the inventory with make, model and chassis number in addition block 27 on the PPGBL and/or the TCMD must identify the make model and chassis number, (example: THIS SHIPMENT CONSISTS OF ONE LOT OF HOUSEHOLD GOODS WITH A 1984 HONDA 750CC MOTORCYCLE CHASSIS/SERIAL NUMBER JT2AM21). When the origin installation fails to give destination prior notification of shipments with a motorcycle, major problems with the Italian Customs Authority can occur. A COPY OF THE ORDERS MUST BE IN THE ADVANCED PACKAGE TO THE TSP, OTHERWISE THE MOTORCYCLE CANNOT BE CUSTOMS CLEARED. Failure to properly import the motorcycle is a violation of Italian Law and requires a formal letter of explanation to the customs office on why the motorcycle was not cleared properly and request after the fact clearance. Italian Customs can fine the US Government, the member or confiscate the motorcycle. After the fact and approval is not guaranteed. Prior notification by the origin PPSO will prevent these problems. For questions please contact GBLOC: WKAS, Inbound Branch usarmy.rheinland-pfalz.405-afsb.mbx.basops-inbound@mail.mil Origin PPSO must have the member provide clear and legible copy of the title and registration to their office. If the title is held by a lien holder, customs MAY accept a letter from the lien holder authorizing the motorcycle to be exported, although there is no guarantee that customs will accept such a letter but the member still needs to provide it. Without the title and registration or letter from lien holder, the member may be subject to duties, taxes, as well as, having to finalize customs and register their motorcycle on their own: Origin PPSO will provide the copies of the paperwork to the TSP so they can forward the paperwork to their Italy agent prior to arrival of the motorcycle in Italy: TSP responsibility - The ocean bill of lading (OBL) must list the motorcycle, VIN number, make, and model (it will be up to the TSPs to instruct their CONUS port agents accordingly). Italian Customs require motorcycles to be cleared at final destination rather than at the port of entry. NOTE: Motorcycles will be moved from the Italian port of entry to destination on a requested AE Form 302 issued by GBLOC: WKAS. In order to prepare the AE Form 302, the above-mentioned information must be noted on the GBL, inventory and OBL. Shipments being custom cleared will require 2 (two) AE Form 302 request from the TSP (1 for household goods and 1 for motorcycles). If this information is not available, the motorcycle container and household goods containers will be delayed pending customs clearance at the port. Upon arrival at final destination, customs requires copies of the title and registration. NOTE: These requirements do not apply to off-road bikes (dirt bikes), as they do

not have to be registered in Italy. If off-road bikes are declared on the GBL and inventory document as motorcycle and not dirt bike, this will cause major problems and delays in the customs clearance process.

#### c. GASOLINE/CATALYTIC CONVERTERS

1. There is adequate availability of unleaded gas to accommodate the operation of catalyst-equipped POVs. Members shipping a POV to Italy no longer must remove their catalytic converter to participate in the DOD Importation Control Program. There are no approved facilities for removing/refitting catalytic converters.

#### d. INSURANCE AND SAFETY REQUIREMENTS

(1) Insurance is required to operate all vehicles on Italian highways.(2) Automobile insurance for the Naples area is expensive. Cost depends on make, model, and year of vehicle with the annual premium for minimum coverage costing up to \$4,000.00 per year. Vehicles cannot be released for registration and use, without proof of valid insurance.(3) Liability insurance with equivalent dollar minimum of 100,000-50,000-10,000 is currently required. Individuals who retain this coverage with US companies must possess a valid insurance green card. Insurance is available on the local economy.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

#### a. CBS

"Importation is PROHIBITED."

#### b. AMATEUR/HAM RADIOS

"No restrictions identified."

#### c. MARS EQUIPMENT

"No restrictions identified."

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Retired personnel who choose Italy as home of selection and wish to ship their household goods should contact the nearest Italian Embassy or Consulate for information concerning customs, taxes, and any other requirement in connection with importation of personal property into Italy or obtain the Certificate of Residence issued by the local Italian area city Municipal Hall officials. When accomplished and prior to shipment arrival, contact the commercial carriers broker with the documents to obtain clearance. Shipments may be made on the PPGBL (SF1203), however, upon shipment arrival the customs clearance process is their responsibility and is not authorized at government expense. The GBL when issued must be annotated in block 25 with the words retirement or separation shipment.

**13. OTHER**

Consignment to PAPA AB, Hungary. DOS Arranged ITBL Local Agents:Country: ItalyPost: Florence Bureau: EURLocal Agents:1B) olliger Roma S.P.A.Via del Fosso della Magliana, 1200148 Rome, ItalyPOC: Dr. Clement BolligerPh.: +39-06-6568-8302Fax: +39-06-655-7133Email: Cb@bolligerroma.it4A) YS AT YOU SERVICE S.r.l.Via delle Querce snc – Loc. Castagnetta00071 Pomezia (Roma)POC: Massimo SantoriPh.: +39-06-9122-600Fax: +39-06-9182-1718Email: m.santori@ayssrl.eu3D) e Vellis Servizi Globali S.R.L.Via Volturmo, 700185 Rome, ItalyPOC: Fabrizio SimiPh.: +39-0775-89881Fax: +39-0775-8988211Email: Fabrizio.Simi@devellis.itChristian.Devellis@devellis.itIvan.Devellis@devellis.it2Z) umstein S.r.l.Via Albert Einstein, 1200015 Monterotondo (Rome), ItalyPOC: Paola Roffi / Elsa ZumsteinPh.: +39-06-9069-696Fax: +39-06-9069-729Email: paola@zumstein.itelsa@zumstein.itPost: Milan Bureau: EURLocal Agents:1B) olliger Roma S.P.A.Via del Fosso della Magliana, 1200148 Rome, ItalyPOC: Dr. Clement BolligerPh.: +39-06-6568-8302Fax: +39-06-655-7133Email: Cb@bolligerroma.it4A) YS AT YOU SERVICE S.r.l.Via delle Querce snc – Loc. Castagnetta00071 Pomezia (Roma)POC: Massimo SantoriPh.: +39-06-9122-600Fax: +39-06-9182-1718Email: m.santori@ayssrl.eu2Z) umstein S.r.l.Via Albert Einstein, 1200015 Monterotondo (Rome), ItalyPOC: Paola Roffi / Elsa ZumsteinPh.: +39-06-9069-696Fax: +39-06-9069-729Email: paola@zumstein.itelsa@zumstein.it3D) e Vellis Servizi Globali S.R.L.Via Volturmo, 700185 Rome, ItalyPOC: Fabrizio SimiPh.: +39-0775-89881Fax: +39-0775-8988211Email: Fabrizio.Simi@devellis.itChristian.Devellis@devellis.itIvan.Devellis@devellis.itNaples Bureau: EURLocal Agents:1B) olliger Roma S.P.A.Via del Fosso della Magliana, 1200148 Rome, ItalyPOC: Dr. Clement BolligerPh.: +39-06-6568-8302Fax: +39-06-655-7133Email: Cb@bolligerroma.it3D) e Vellis Servizi Globali S.R.L.Via Volturmo, 700185 Rome, ItalyPOC: Fabrizio SimiPh.: +39-0775-89881Fax: +39-0775-8988211Email: Fabrizio.Simi@devellis.itChristian.Devellis@devellis.itIvan.Devellis@devellis.it2Z) umstein S.r.l.Via Albert Einstein, 1200015 Monterotondo (Rome), ItalyPOC: Paola Roffi / Elsa ZumsteinPh.: +39-06-9069-696Fax: +39-06-9069-729Email: paola@zumstein.itelsa@zumstein.it4A) YS AT YOU SERVICE S.r.l.Via delle Querce snc – Loc. Castagnetta00071 Pomezia (Roma)POC: Massimo SantoriPh.: +39-06-9122-600Fax: +39-06-9182-1718Email: m.santori@ayssrl.euPost: Rome Bureau: EURLocal Agents:3)D e Vellis Moving & StorageVia Volturmo, 700185 Rome, ItalyPh.: +39-0775-89881Fax: +39-0775-8988211POC: Fabrizio SimiEmail: Fabrizio.Simi@devellis.itChristian.Devellis@devellis.itIvan.Devellis@devellis.it4A) YS AT YOU SERVICE S.r.l.Via delle Querce snc – Loc. Castagnetta00071 Pomezia (Roma)POC: Massimo SantoriPh.: +39-06-9122-600Fax: +39-06-9182-1718Email:



m.santori@ayssrl.eu1) Bolliger Roma S.P.A.Via del Fosso della Magliana, 1200148 Rome, ItalyPOC: Ms Alba AgliadoroPh.: +39-06-6568-8305Fax: +39-06-655-7133Email: alba.agliadoro@bolliger.international2) Zumstein S.r.l.Via Albert Einstein, 1200015 Monterotondo (Rome), ItalyPOC: Paola Roffi / Elsa ZumsteinPh.: +39-06-9069-696Fax: +39-06-9069-729Email: paola@ zumstein.itelsa@zumstein.it

## General Instructions: JAMAICA (JM)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

- a. Embassy requires a copy of the PPGBL/commercial bill of lading/inventory prior to receipt of shipment to initiate customs clearance. As mail takes approximately 1 month to arrive, request FAX copy of PPGBL/commercial bill of lading/inventory. Mark FAX for GSO.
- b. Only active duty military and civilian personnel assigned to a US Government agency in Jamaica can import household goods (HHGs) and POVs. Personnel being released from active duty, retiring, or being discharged from the military are not authorized to import HHGs and POVs into Jamaica unless they

personally pay the import fees and customs. Strongly recommend personnel contact the Jamaican Customs Service prior to shipping HHGs and POVs.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

Cannot be imported in personal property shipment.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No pork or citrus fruits.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

Importation of pets is prohibited except for those animals currently residing in the United Kingdom (UK). To bring animals from the UK, member must obtain a certificate from the Ministry of Agriculture, Fisheries and Food at Hookrise, Surrey, England, proving the animal has been residing in the UK. This certificate must be presented to the Veterinary Department of Hope Gardens in Kingston, Jamaica, to receive an import permit. These steps must be taken before an animal arrives at any port in Jamaica.

## 7. PRIVATELY OWNED FIREARMS (POF)

Jamaica has very stringent laws concerning all types of guns, and weapons in general. Contact American Embassy/sponsor for complete information.

### a. HAND GUNS

No restrictions identified.

### b. RIFLES/SHOT GUNS

No restrictions identified.

### c. TOY RELATED GUNS

No restrictions identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No restrictions identified.

## 8. PRIVATELY OWNED VEHICLES (POVs)

No restrictions identified.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

KINGSTON: No cars older than 5yrs, SUV's 6yrs. Original title, lending agency letter and authorization to ship. Ship in containers to prevent damage and loss of property. No vehicle will be discharged from a vessel unless it has a valid import license. Engine size cannot exceed 3,000cc. No waivers allowed. Vehicles must be under 4 years old (from date of manufacture to date of importation).

### b. MOTOR CYCLES/MOPEDS

Motorcycles/mopeds can only be shipped as a POV, not in personal property.

### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gas is available.

### d. INSURANCE AND SAFETY REQUIREMENTS

All POV?s must carry third party liability insurance under Jamaican Law.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

## 11. TRANSMITTING EQUIPMENT

No restrictions identified.

### a. CBS

No restrictions identified.

### b. AMATEUR/HAM RADIOS

No restrictions identified.

### c. MARS EQUIPMENT

No restrictions identified.

### d. DISH ANTENNAS

No restrictions identified.

### e. CORDLESS PHONES

No restrictions identified.

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Jamaica should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Jamaica.

## 13. OTHER

No restrictions identified.

## General Instructions: JAN MAYEN (XJ)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.



d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: JAPAN (JP)

### 1. SHIPMENT INSTRUCTIONS

EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:a. ENSURE MEMBER EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK --DEPARTMENT OF STATE MANAGED SHIPMENT--. NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER EMPLOYEES ORDERS VIA FAX EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891 0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A --CANCELLED-- STATUS.OTHER---JPPSO REGIONALIZATION---- IMPORTANT IMPORTANT IMPORTANT IMPORTANT IMPORTANT ----

This note is inserted because there have been MANY misconsigned shipments to Kadena AB, Japan (QIFL) when a shipment IS SUPPOSED to be consigned to NAVSUP FLC, YOKOSUKA, Japan (QENQ)\*\*\*\*\*Consign Army, Navy and USMC shipments for units in Okinawa to JPPSO-Japan (NAVSUP FLC, Yokosuka -QENQ). Consign only Air Force, DoD Dependent School and Navy personnel assigned to Kadena Air Base and White Beach to QIFL, all other Navy shipments consign to QENQ.(CH 17-Nov-2020 TCJ9-OH-Pac RB)a. Effective 1 Apr 2018, JPPSO-Japan (NAVSUP FLC, Yokosuka - QENQ) will assume responsibility of FLCY Site Singapore (RINL) back office functions. All Shipments with a pickup date, RDD, release from Non-Temporary Storage (NTS) of 1 Apr 2018 or later will be consigned to QENQ, JPPSO-Japan. (CH USTCJ4-HB-PAC 05-MAR-2018 RB)b. Effective 1 Jan 2017, JPPSO-Japan (NAVSUP FLC, Yokosuka - QENQ) will assume responsibility of Torii Station, Okinawa (QKAS). All Shipments with a pickup date, RDD, release from Non-Temporary Storage (NTS) of 1 Jan 2017 or later will be consigned to QENQ, JPPSO-Japan. (CH SDDC-PAC 20-JAN-2016 RB)c. Effective 1 Apr 2016, JPPSO-Japan (NAVSUP FLC, Yokosuka - QENQ) will assume responsibility of Camp Butler, Okinawa (QIMS). All Shipments with a pickup date, RDD, release from NTS of 1 Apr 2016 or later will be consigned to QENQ, JPPSO-Japan. (CH SDDC-PAC 20-JAN-2016 RB)d. Effective 1 Jan 2016, JPPSO-Japan (NAVSUP FLC, Yokosuka - QENQ) will assume responsibility of Camp Zama (QFAC). All Shipments with a pickup date, RDD, release from NTS of 1 Jan 2016 or later will be consigned to QENQ, JPPSO-Japan. (CH SDDC-PAC 15-DEC-2015 RB)e. Effective 1 Apr 2015, JPPSO-Japan (NAVSUP FLC, Yokosuka - QENQ) will assume responsibility of MCAS Iwakuni (QEML). All Shipments with a pickup date, RDD, release from NTS of 1 Apr 2015 or later will be consigned to QENQ, JPPSO-Japan. (CH SDDC-PAC 15-JUN-2015 RB)f. Effective 1 Apr 2014, JPPSO-Japan (NAVSUP FLC, Yokosuka - QENQ) will assume responsibility of Site Sasebo Japan (QENF). All Shipments with a pickup date, RDD, release from NTS of 1 Apr 2014 or later will be

consigned to QENQ, JPPSO-Japan. (CH SDDC-PAC 17-JAN-2014 RB)g. Effective 1 Apr 2013, JPPSO-Japan (NAVSUP FLC, Yokosuka - QENQ) will assume responsibility of Site Atsugi Japan (QENL). All Shipments with a pickup date, RDD, release from NTS of 1 Apr 2013 or later will be consigned to QENQ, JPPSO-Japan. (CH SDDC-PAC 01-APR-2013 RB)

#### a. WEIGHT RESTRICTIONS

1. U.S. Army Personnel: (CH USTC Pacific J9, 02JUL24, TF) a. Army military members and civilians assigned to non-Army installations (e.g., Kadena AB, etc.) receive the same weight entitlement as host-based personnel, unless stated otherwise below.(1) All federal civilians assigned to MCB Camp Foster, Okinawa, are authorized full JTR weight allowance unless a weight restriction is otherwise stated in the employee's orders. (CH SDDC-PAC 10-Mar-2017 RB)(2) All federal civilians assigned to MCAS Iwakuni, Japan are authorized full JTR weight allowance unless a weight restriction is otherwise stated in the employees orders. (CH SDDC-PAC 10-Mar-2017 RB)b. 403rd AFSB LRC, TORII STATION, OKINAWA, JAPAN:(1) Household Goods (HHG): (Effective with pickup date of 26-May-2017)(a) MEMBERS: USA unaccompanied tour members limited to 25% of the HHG weight allowance. The weight of unaccompanied baggage is part of the 25% HHG weight allowance. Prior to shipping the 25% of the HHG weight allowance, verify with the destination Housing Office in writing whether they will be assigned to the barracks/unaccompanied personal housing or allowed to move off-post. Assignment to the barracks/unaccompanied personal housing will result in a 10% HHG weight allowance (which includes UB). There is no storage capability OCONUS for HHG that cannot be accommodated by quarters. (CH USTC Pacific J9, 26JUL24, TF) (b) EMPLOYEES: USA unaccompanied tour employees, assigned to furnished Government Quarters, are limited to 4,500 pounds (25% of the HHG weight allowance) (CH 19-Jun-2017 SDDC-PAC RB)(c) All accompanied Army Soldiers and Civilians are authorized full HHG weight allowance in JTR, par. 5200-B and 5646-A. Housing and temporary furniture support is provided by Kadena AB.(2) Unaccompanied Baggage (UB): Accompanied Army Soldiers are authorized UB NTE 2,000 pounds. UB shipments via expedited mode (commercial air), maximum of 1,000 pounds (net), including PBP and E is authorized (see JTR, par.5210B).(3) U.S. Army Unaccompanied Service Members. Authorized 25 percent of the full HHG weight allowance. (CH USTC Pacific J9, 02JUL24, TF) (1) Unaccompanied Baggage for Unaccompanied Service Members: Note 1: If assigned to furnished Government quarters, then unaccompanied baggage is limited to 10 percent of the full HHG weight allowance. (CH USTC Pacific J9, 02JUL24, TF)

Note 2: If assigned to unfurnished Government quarters, then unaccompanied baggage is limited to 2,000lbs or the administrative weight limit, whichever is less. Of this baggage, up to 1,000 lbs. may be transported by commercial air, if required. The unaccompanied baggage is part of the 25 percent HHG weight allowance. A copy of the advance written authorization from the new PDS housing officer must be provided to the Transportation Officer before transporting the unaccompanied baggage. (CH USTC Pacific J9, 02JUL24, TF) (4) U.S. Army Civilian Employees Unaccompanied. Authorized 4,500 lbs. of HHG when assigned to furnished Government quarters. (CH USTC Pacific J9, 02JUL24, TF) (5) All maximum weights exclude the weight of Professional Books, Papers, and Equipment (PBP and E) if transported with UB. UB shipments via expedited mode (commercial air), maximum of 1,000 pounds (net), including PBP and E is authorized (see JTR, par. 5210-B). UB weight is part of the members authorized HHG weight allowance (see JTR, par. 5172-H and JTR, par. 5656-B1a). Soldiers required to reside in Unaccompanied Personnel Housing (UPH) should consider shipping less than their authorized weight allowance due to the small size of rooms. The remaining HHG will be stored in NTS at origin. See pictures of the size of UPH on Army Housing One Stop,

<https://onestop.army.mil>.(a) Accompanied Civilians are authorized UB NTE 350 pounds net weight for each adult and dependent age 12 or older, and 175 pounds net weight for each child under age 12 (JTR, par. 5656- B2) except when air transportation of UB is used, JTR, par. 5656-B4 or JTR, par. 7065-I applies. The UB total transported by air (or any expedited mode) must not exceed 1,000 lbs. net weight. Air transportation is not authorized when an employee performs RAT, except when the additional tour of duty is served at a PDS in another OCONUS area and as authorized in JTR, pars. 7065-I and 7065-J.(b) Unaccompanied civilians are authorized UB NTE 350 pounds net weight. (CH SDDC-PAC 10-OCT-2013 RB)(6) HHG Excess to Government Privatized Economy Unaccompanied Personnel Housing (UPH). Contact the new command, unit, sponsor, or housing office for the size and or square footage of the Government privatized economy UPH to determine how much HHG to ship. HHG not shipped must be stored in non-temporary storage at origin. Return transportation and Government paid storage of HHG excess to Government privatized economy UPH are not authorized. Army: <https://onestop.army.mil> for housing information.(CH SDDC-PAC 30-Sep-2011 RB)c. CAMP ZAMA, JAPAN: (1) U.S. Army Service Members E-9 or O-6 to O-10 Accompanied: Authorized 75 percent of the full HHG weight allowance. The weight of unaccompanied baggage is part of the 75 percent HHG weight allowance. (CH USTC Pacific J9, 02JUL24, TF) (2) U.S. Army Service Members E-1 to E-8 and O-1 to O-5 Accompanied: Authorized 50 percent of the full HHG weight allowance. The weight of unaccompanied baggage is part of the 50 percent HHG weight allowance. (CH USTC Pacific J9, 02JUL24, TF) (3) U.S. Army Civilian Employees Accompanied: Authorized 9,000 lbs. of HHG. The weight of unaccompanied baggage is part of the 9,000 lbs. HHG weight allowance. (CH USTC Pacific J9, 02JUL24, TF) (4) U.S. Army Service Members Unaccompanied: Authorized 25 percent of the full HHG weight allowance. The weight of unaccompanied baggage is part of the 25 percent HHG weight allowance. Prior to shipping the 25% of the HHG weight allowance, verify with the destination Housing Office in writing whether they will be assigned to the barracks/unaccompanied personal housing or allowed to move off-post. Assignment to the barracks/unaccompanied personal housing will result in a 10% HHG weight allowance (which includes UB). There is no storage capability OCONUS for HHG that cannot be accommodated by quarters. (CH USTC Pacific J9, 26JUL24, TF) (5) U.S. Army Civilian Employees Unaccompanied: Authorized 4,500 lbs. of HHG. The weight of unaccompanied baggage is part of the 4,500 lbs. HHG weight allowance.(CH USTC Pacific J9, 02JUL24, TF) (a) Accompanied Tour: USA members or civilian employees on an accompanied tour are authorized to transport 50% of their full JTR HHG weight allowance. The weight of the UB HHG shipment counts against the administrative weight restriction.(b) An O6 (and above) or E9 assigned to Camp Zama is authorized to transport 75% of their full HHG weight allowance. The weight of the UB HHG shipment counts against the administrative weight restriction.(c) Unaccompanied Tour: USA members and civilian employees on an unaccompanied tour are authorized to transport 25% of their full HHG weight allowance. The weight of the UB HHG shipment counts against the administrative weight restriction. (CH 19-Jun-2017 SDDC-PAC RB)(6) All maximum weights exclude the weight of PBP and E if transported with UB. UB shipments via expedited mode (commercial air), maximum of 1,000 pounds (net), including PBP and E is authorized (see JTR, par. 5210-B). UB weight is part of the members authorized HHG weight allowance (see JTR, par. 5172-H and JTR, par. 3110-A2). Soldiers required to reside in UPH should consider shipping less than their authorized weight allowance due to the small size of rooms. The remaining HHG will be stored in NTS at origin. See pictures of the size of UPH on Army Housing One Stop, <https://onestop.army.mil>.(7) Accompanied Civilians are authorized UB NTE 350 pounds net weight for each adult and dependent age 12 or older, and 175 pounds net weight for each child under age 12 (JTR, par. 5656- B2) except when air transportation of UB is used, JTR, par. 5656-B4 or JTR, par. 7065-I applies. The UB total transported by air (or any expedited mode) must not exceed 1,000 lbs. net weight. Air transportation is not authorized when an employee performs RAT, except when the

additional tour of duty is served at a PDS in another OCONUS area and as authorized in JTR, pars. 7065-I and 7065-J. (8) Unaccompanied Civilians are authorized UB NTE 350 pounds net weight. (CH SDDC-PAC 10-OCT-2013 RB)(9) HHG Excess to Government Privatized Economy Unaccompanied Personnel Housing (UPH). Contact the new command, unit, sponsor, or housing office for the size and or square footage of the Government privatized economy UPH to determine how much HHG to ship. HHG not shipped must be stored in NTS at origin. Return transportation and Government paid storage of HHG excess to Government privatized economy UPH are not authorized. Army: <https://onestop.army.mil> for housing information.d. AKIZUKI (HIROSHIMA) AND KURE, JAPAN: (1) U.S. Army Service Members Accompanied: Authorized 50 percent of the full HHG weight allowance. The weight of unaccompanied baggage is part of the 50 percent HHG weight allowance. (CH USTC Pacific J9, 02JUL24, TF) (2) U.S. Army Service Members Unaccompanied: Authorized 25 percent of the full HHG weight allowance. The weight of unaccompanied baggage is part of the 25 percent HHG weight allowance. (CH USTC Pacific J9, 02JUL24, TF) (3) U.S. Army Civilian Employees Accompanied: Authorized 9,000 lbs. of HHG. The weight of unaccompanied baggage is part of the 9,000 lbs. HHG weight allowance. (CH USTC Pacific J9, 02JUL24, TF) (4) U.S. Army Civilian Employees Unaccompanied: Authorized 4,500 lbs. of HHG. The weight of unaccompanied baggage is part of the 4,500 lbs. HHG weight allowance.(CH USTC Pacific J9, 02JUL24, TF) (5) All maximum weights exclude the weight of professional books, papers, and equipment (PBP and E) if transported with UB. UB shipments via expedited mode (commercial air), maximum of 1,000 pounds (net), including PBP and E is authorized (see JTR, par. 5210-B). UB weight is part of the members authorized HHG weight allowance (see JTR, par. 5172-H and JTR, par. 3110-A2). Soldiers required to reside in UPH should consider shipping less than their authorized weight allowance due to the small size of rooms. The remaining HHG will be stored in NTS on-Temporary storage at origin. See pictures of the size of UPH on Army Housing One Stop, <https://onestop.army.mil>. (6) Accompanied Civilians are authorized UB NTE 350 pounds net weight for each adult and dependent age 12 or older, and 175 pounds net weight for each child under age 12 (JTR, par. 5656-B2) except when air transportation of UB is used, JTR, par. 5656-B4 or JTR, par. 7065-I applies. The UB total transported by air (or any expedited mode) must not exceed 1,000 lbs. net weight. Air transportation is not authorized when an employee performs RAT, except when the additional tour of duty is served at a PDS in another OCONUS area and as authorized in JTR paras. 7065-I and 7065-J.(7) Unaccompanied Civilians are authorized UB NTE 350 pounds net weight. (8) HHG Excess to Government Privatized Economy Unaccompanied Personnel Housing (UPH). Contact the new command, unit, sponsor, or housing office for the size and or square footage of the Government privatized economy UPH to determine how much HHG to ship. HHG not shipped must be stored in non-temporary storage at origin. Return transportation and Government paid storage of HHG excess to Government privatized economy UPH are not authorized. Army: <https://onestop.army.mil> for housing information.(9) NOTE: Shipment for Soldiers assigned to 83d Ord Bn with duty station Kure Akizuki should be consigned to MCAS, Iwakuni, GBLOC: QENQ.(CH 19-Jun-2017 SDDC-PAC RB)(10) See Army Housing Online User Services for the size of Unaccompanied Personnel Housing (UPH)/Barracks/Family Housing. USA tour members required to reside in UPH should consider shipping less than their authorized weight allowance due to the small size of rooms. (11) For further in-depth information, please review the JTR, Appx W.2. AIR FORCE PERSONNEL (Also, see Item 7 below):a. All accompanied Air Force members PPTY shipments to or from Kadena AB, Yokota AB, and Misawa AB which are picked up on or after 1 Mar 08 are authorized to ship their full JTR weight entitlement. This DOES NOT indicate members must ship their full weight. b. Housing in Japan is smaller than homes in the CONUS, commercial storage in Japan is almost non-existent and housing offices will not fund items to be sent back for storage. Members must be counseled on items provided to them (i.e. washer, dryer, refrigerator, stove, etc.), type of housing



available to them and size of houses to determine what to ship and what items to place in NTS for the duration of their tour in Japan. All worldwide Personal Property offices must consult each installation specific PPCIG instructions to properly counsel the member.c. Consistent with Air Force policy all unaccompanied members are authorized either an unaccompanied baggage shipment or elect 10% of full JTR weight entitlement via surface. However, AFI24-602v4, Table A3.1, Rules 2 and 4, and the Overseas Furnishings and Housing Availability report may authorize additional weight contingent upon the members rank or employees' grade and unaccompanied housing availability. All additional authorized weight must be identified on members or employees PCS orders.b. Air Force personnel assigned to non-AF installations (e.g., Camp Zama, etc.) receive the same weight entitlement as hosting base personnel, unless the gaining Military Personnel Flight (MPF) (identified on PCS orders) dictates a higher weight entitlement.3. NAVY PERSONNEL (Also see Item 7 below):a. All accompanied Navy personnel with personal property shipment(s) picked up on or after 02-Apr-2019 are authorized to ship their full JTR weight entitlement. All accompanied Navy personnel with PCS orders to a USMC Command or Unit on MCAS Iwakuni, Japan dated 02 Apr 2019 or thereafter, are authorized to ship up to their full JTR weight entitlement per JTR, AP-AW-01 dated 1 April 2019.b. Japan (Includes Navy personnel assigned to a Non-USMC Command or Unit on MCAS Iwakuni, Japan): Accompanied Navy personnel are authorized to ship up their Full JTR weight allowance per JTR, AP-AW-01 dated 1 April 2019.(1) This DOES NOT indicate customers should ship their full authorized weight.(2) Housing in Japan is smaller than homes in CONUS.(3) Accompanied Navy personnel must be counseled on the new weight allowance for Japan to ensure items not needed are not shipped. Commercial storage is very limited in Japan and items not needed/excess to quarters will not be returned to CONUS for Non-Temporary Storage (NTS). (4) Average waiting time for military on-base is dependent on member's rank, family size, and arrival date. Members may have to reside off base. Contact Base Housing for the latest information. (5) Civilians are recommended to contact their respective Base Housing Office for on-base military housing entitlement.

(<https://www.mcasiwakuni.marines.mil/Welcome-Aboard/Housing-and-Lodging/Family-Housing/>)

(6) Contact the new Command, Unit, Sponsor, or Base Housing Office for the size and or square footage of the Government, Privatized, Economy, or Unaccompanied Personnel Housing to determine what items to ship and what items to place in NTS for the duration of tour in Japan.

(7) Government appliances (washer, dryer, refrigerator, cooking stove, air conditioner, and kerosene heater) are provided by each Base Housing Office; for on-base. Loaner furniture (tables, chairs, chests of drawers, and beds) may also be available upon request while waiting for HHGs to arrive.

(8) All Personal Property Offices WORLDWIDE -MUST- consult each installation's specific PPCIG instructions to properly counsel customers. (Also see Item 5. FURNITURE, OVERSIZED on the Country Instructions Main page.)c. Unaccompanied customers are weight restricted IAW JTR, AP-AW-01 dated 1 April 2019. (Para 3-CH 03-Jun-2019 TCJ4-HB RB)d. U.S. Navy and Marine Corps Personnel assigned to Japan, Combined Arms Training Center Fuji Unaccompanied: (CH USTC Pacific J9, 02JUL24, TF) (1) U.S. Navy Service Member assigned to a USMC command based on an agreement between HHG NAVSUP and USMC I&L are authorized to shipment 600 lbs. of unaccompanied baggage. Note: No other HHG shipments are authorized based on the limited size of the BOQ and BEQ and lack of storage. (CH USTC Pacific J9, 02JUL24, TF) (2) U.S. Marine Corps Service Member assigned to a USMC command based on an agreement between HHG NAVSUP and USMC I&L are authorized to shipment 600 lbs. of unaccompanied baggage. Note: No other HHG shipments are authorized based on the limited size of the BOQ and BEQ and lack of

storage. (CH USTC Pacific J9, 02JUL24, TF) 4. MARINE CORPS PERSONNEL (Also see Item 7 below):a. MCAS IWAKUNI, JA (QENQ): All accompanied MARINE CORPS PPTY shipments coming to MCAS Iwakuni, Japan (QENQ), picked up on or after 02 Apr 2019 are authorized to ship their full JTR weight entitlement. All accompanied Marine Corps personnel with PCS orders to MCAS Iwakuni, Japan dated 02 Apr 2019 or thereafter, are authorized to ship up to their full JTR weight entitlement. (1) This DOES NOT indicate customers should ship their full authorized weight. (2) Housing in Japan is smaller than homes in CONUS. (3) Accompanied Marine personnel must be counseled on the new weight allowance for Japan to ensure items not needed are not shipped. Commercial storage is very limited in Japan and items not needed/excess to quarters will not be returned to CONUS for Non-Temporary Storage (NTS). (4) Average waiting time for military on-base housing is 12-24 months. (5) Civilians are recommended to contact their respective Base Housing Office for on-base military housing entitlement. <https://www.mcasiwakuni.marines.mil/Welcome-Aboard/Housing-and-Lodging/Family-Housing/>

(6) Contact the new Command, Unit, Sponsor, or Base Housing Office for the size and or square footage of the Government, Privatized, Economy, or Unaccompanied Personnel Housing to determine what items to ship and what items to place in NTS for the duration of tour in Japan.

(7) Government appliances (washer, dryer, refrigerator, cooking stove, air conditioner, and kerosene heater) are provided by each Base Housing Office; for on-base. Loaner furniture (tables, chairs, chests of drawers, and beds) may also be available upon request while waiting for HHGs to arrive.

(8) All Personal Property Offices WORLDWIDE -MUST- consult each installation's specific PPCIG instructions to properly counsel customers. (Also see Item 5. FURNITURE, OVERSIZED on the Country Instructions Main page.)b. Marine Corps and Navy Weight Entitlements to Japan.(1) Marines and Navy personnel assigned to Marine Corps installations in Japan with accompanied tour Permanent Change of Station (PCS) orders to Japan with an effective date of orders on or after dated 2 April 2019 or thereafter are authorized to ship up to their Joint Travel Regulation (JTR) maximum authorized weight allowance (JTR, AP-AW-01 dated 1 April 2019)(2) Accompanied Marine personnel must be counseled on the new weight allowance for Japan to ensure items not needed are not shipped. Commercial storage is very limited in Japan and items not needed/excess to quarters will not be returned to CONUS for Non-Temporary Storage (NTS). (3) The weight of the Unaccompanied Baggage shipment, minus PBP&E (PRO Gear) and Required Medical Equipment, DOES count against the members full JTR weight entitlement. (4) This entitlement does NOT apply for those members with an effective date of orders prior to 2 April 2019.(5) There is NO entitlement for Marines who executed orders under the previous AWL to now ship additional property or to release property from Non-Temporary Storage (NTS) for shipment to Japan.(6) This policy change does not retroactively apply to Service Members who have already executed a PCS move to Japan regardless of whether they received approval for delay of dependent travel or a tour conversion. (7) This policy does not establish an entitlement for transportation of HHGs to a storage facility in Japan after a Member's HHGs have arrived.c. Unaccompanied customers are weight restricted IAW JTR, AP-AW-01 dated 1 April 2019. (Para 4-CH 03-Jun-2019 TCJ4-HB RB)(1) U.S. Marine Corps Personnel assigned to Japan; Marine Corps Air Station (MCAS) Iwakuni Unaccompanied: Authorized 600 lbs. of unaccompanied baggage. Note: No other HHG shipment are authorized based on the limited size of the BOQ and BEQ and lack of storage. (CH USTC Pacific J9, 02JUL24, TF) (2) U.S. Marine Corps Personnel assigned to Japan; Marine Corps Air Station (MCAS) Iwakuni Unaccompanied: Authorized 10 percent of the full HHG weight allowance if the

Service member has written authorization from the Installation Commander to reside in off-base quarters. Note: A copy of the advance written authorization must be provided to the Transportation Officer prior to transportation of HHG. (CH USTC Pacific J9, 02JUL24, TF) (3) U.S. Navy Service member assigned to a USMC command based on an agreement between HHG NAVSUP and USMC I&L Unaccompanied: Authorized 600 lbs. of unaccompanied baggage. Note: No other HHG shipment are authorized based on the limited size of the BOQ and BEQ and lack of storage. (CH USTC Pacific J9, 02JUL24, TF) (4) U.S. Navy Service member assigned to a USMC command based on an agreement between HHG NAVSUP and USMC I&L Unaccompanied: Authorized 10 percent of the full HHG weight allowance if the Service member has written authorization from the Installation Commander to reside in off-base quarters. Note: A copy of the advance written authorization must be provided to the Transportation Officer prior to transportation of HHG. (CH USTC Pacific J9, 02JUL24, TF) (5) U.S. Navy and Marines Corps personnel assigned to Okinawa, Japan. U.S. Navy Service Members not assigned to a USMC command Unaccompanied are authorized full HHG weight allowance. (CH USTC Pacific J9, 02JUL24, TF) (a) U.S. Navy Service Members assigned to a USMC command based on an agreement between HHG NAVSUP and USMC I&L Unaccompanied: Authorized 600 lbs. of unaccompanied baggage. Note: No other HHG shipment are authorized based on the limited size of the BOQ and BEQ and lack of storage. (CH USTC Pacific J9, 02JUL24, TF) (b) U.S. Marine Corps Service Members assigned to barracks Unaccompanied. Authorized 600 lbs. of unaccompanied baggage. (CH USTC Pacific J9, 02JUL24, TF)

Note 1: No other HHG shipments are authorized based on the limited size of the BOQ and BEQ and lack of storage. (CH USTC Pacific J9, 02JUL24, TF) Note 2: A Service member who is an officer in grade O3 or below, a warrant officer in grade W3 or below, or an enlisted Service member in grade E7 or below, who is serving an unaccompanied tour—including those who choose an unaccompanied tour but have a dependent—is required to live in Government bachelor quarters as specified in USMC installation mandatory assignment policy letter, dated April 30, 2012. (CH USTC Pacific J9, 02JUL24, TF) (d) U.S. Marine Corps Service Members assigned to Fleet Marine Force units (all grades) Unaccompanied. Authorized 600 lbs. of unaccompanied baggage. Note: No other HHG shipment are authorized based on the limited size of the BOQ and BEQ and lack of storage. (CH USTC Pacific J9, 02JUL24, TF) 5. DEPARTMENT OF DEFENSE EDUCATION ACTIVITY (DoDEA) personnel assigned to Okinawa are the responsibility of Kadena AB, Okinawa, Japan (QIFL). 6. KADENA AB, JAPAN: Personnel assigned to Detachment 1, 18 Combat Support Group, APO AP 96368-5198 are not authorized to ship POVs and HHGs. 7. YOKOTA AB ON-BASE FIRST POLICY: a. Yokota AB has established an ON-BASE FIRST POLICY for ALL accompanied members. This policy applies to ALL Air Force AND Non-Air Force personnel with Permanent Change of Station Orders to Yokota AB. b. Based on availability, members must accept an on-base Family Housing (FH) unit that meets their respective grade and category. If there is no available housing ready for occupancy within a reasonable time (typically 60 days) as determined by the Housing Office, the applicant may be allowed to secure acceptable community (off base) housing. c. All unaccompanied E-6 and below will be assigned to government-provided Unaccompanied Housing (UH) as space allows. Unaccompanied E-6 and below personnel are required to reside on base in most cases and are cautioned to NOT ship excess personal property that will not fit into UH. d. Unaccompanied E7 and above will be housed on-based on a space-available basis at member's request. e. ALL PERSONNEL must coordinate with their sponsors and base housing in advance to preclude hardships as the US Government will not ship excess property that will not fit into FH or UH back to CONUS for permanent storage during the overseas tour. f. Additionally, individuals with pets must also coordinate with their sponsor and the housing office because no pets are permitted in UH and or some accompanied FH (towers). g. Further information can be



requested from the Yokota AB housing office at: 374ceshousing@us.af.mil (CH 03-Dec-2020 TCJ9-OH-PAC RB)8. MISAWA AB ON-BASE FIRST POLICY: a. Misawa AB established an ON-BASE FIRST POLICY for ALL accompanied members. This policy applies to ALL Air Force AND Non-Air Force personnel with Permanent Change of Station Orders to Misawa AB. Based on availability, members must accept an on-base Family Housing (FH) unit that meets their respective grade and category. If there is no available housing ready for occupancy within a reasonable time (up to 30 days) as determined by the Housing Office, the applicant may be allowed to secure acceptable community (off-base) housing. b. All unaccompanied E-4 members that are within 60 days of having 3 YOS and above are authorized Off-base Housing Allowance (OHA).c. ALL PERSONNEL must coordinate with their sponsors and base housing in advance to preclude hardships as the US government will not ship the excess property that will not fit back to the CONUS for permanent storage during the overseas tour. d. Additionally, individuals with pets must also coordinate with their sponsor and the housing office because no pets are permitted in UH and or some accompanied FH (towers). e. Further information can be requested from the Misawa AB housing office at: Housing@us.af.mil DSN: (315) 226-3200. For further guidance, please refer to GBLOC QEFL. (CH 13-NOV-2020 TCJ9-OH-Pac RB)

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Per USFJ Policy Letter 4-3, paragraph 5.4.1.3.2., personal property consigned to and for personal use of members of US Armed Forces, civilian component and their dependents will be exempt from customs duties provided the property is imported within 6 months of initial arrival date of members and or dependents in Japan. SEE PARAGRAPH 12 FOR SEPARATEES AND RETIREES.(CH 09-Jan-2018 USTCJ4-HB-PAC RB)

### 3. CONSUMABLES

No Restrictions Identified.

#### a. ALCOHOLIC BEVERAGES

Under current US Forces policy, there are no restrictions on importation of alcohol and tobacco products. In accordance with (IAW) Defense Transportation Regulation, Part IV, when a customer returns to the customs territory of the US, they must contact the States Alcohol Control Board at: <https://www.ttb.gov/wine/alcohol-beverages-control-boards>

#### b. CIGARETTES/TOBACCO PRODUCTS

See above.

**c. COSMETICS**

No restrictions identified.

**d. FOOD STUFFS AND MEATS**

No restrictions identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT**

No Restrictions Identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

--a. MISAWA AB: Due to shortage of Government-owned essential furniture items, members with pay grade of E5 and above serving an accompanied tour are required to ship privately-owned essential furniture items, i.e., beds, clothes chests, dining set, and living room sets to Misawa AB, JA, in conjunction with their PCS move.----ATTENTION: Please be advised all major appliances such as stoves, refrigerators, washers, and dryers are available and will be furnished by the Government. Exception is a freezer, which is not provided by the Government. Due to small size of on and off-base quarters, contact your local sponsor for additional data concerning size and available floor space of quarters. Consider NTS Non-temporary Storage (NTS) of nonessential items to avoid unnecessary and expensive commercial storage at Misawa area. (CH)--b. YOKOTA AB: Effective 1 September 1998, Air Force personnel assigned to Yokota will be authorized concurrent travel. Individuals should contact their sponsors or their gaining command to inquire about housing and the availability non-availability of government furnishings.--c. YOKOSUKA NAVAL BASE, YOKOHAMA, CFAY SASEBO, NAF ATSUGI, MCAS IWAKUNI: ALL DOD PERSONNEL MUST be counseled that Commercial Storage in Japan is almost non-existent. Most local economy Japanese-styled homes or apartments cannot accommodate large furniture items. Items may not fit through doorways, staircases, elevators or windows. Customers may incur excess cost to dispose of or relocate excess or oversized furniture. To avoid unnecessary and expensive commercial storage, large furniture items and major appliances such as a washer, dryer, gas range, freezer, refrigerator, large couches sofas and king size bed sets should be placed in NTS at origin for duration of the overseas tour. Major appliances are furnished in both Government Quarters and Off-Base Housing (local economy) upon request from the command-sponsored DoD customer.(CH 28-JUL-2015 SDDC-PAC

RB)

## 6. PETS/QUARANTINE

--a. SHIPPING PETS----(1) The shipment of pets as excess baggage accompanying the member in PCS travel may be accomplished by requesting category --B-- travel.----(2) Advance (90-120 days) reservations are required for pets and should be requested at the same time PCS port call is being requested. There is no entitlement for shipment of pets at Government expense. Pet owners are responsible for making all travel arrangements, complying with shipping requirements, and all associated costs. (CH SDDC-PAC 14-Jan-2011 RB)--b. JAPANESE REGULATIONS----(1) Japanese Animal Quarantine Service Regulations require all animals entering Japan be examined to determine if they are free from communicable diseases.----(2) Animals found to be free from communicable diseases and meeting entrance requirements may be released to the owner's custody, subject to the restrictions discussed below.----(3) As of 6 June 2005, the Government of Japan (GOJ) began enforcing a new quarantine program for import and export of animals and pets.----- (a) Active duty military members, members of the civilian component and their respective dependents enter Japan under the US-Japan Status of Forces Agreement (SOFA). The SOFA sets forth rights and responsibilities applicable to US Forces individuals who enter Japan.----- (b) US Forces, Japan (USFJ) negotiated with the Government of Japan to resolve how this new pet quarantine program will affect SOFA status personnel. This document provides guidelines and recommendations for SOFA status personnel assigned to Japan who will be transporting personal pets into and out of Japan.----- (c) There will be some differences between how the new Japanese pet quarantine program will be applied to SOFA status members and how it will apply to others. Due to these differences, the information on the new pet quarantine program published by the GOJ, the US State Department, the USDA, and the USFJ may differ.----(4) To minimize any inconvenience which might otherwise be experienced, we recommend following the guidelines listed below.----- (a) DO NOT HESITATE TO CONTACT THE INSTALLATION VETERINARIANS IN JAPAN IF NECESSARY. All contact information may be found on the Japan District Veterinary Command website: ([http://www.usarj.army.mil/organization/vet\\_index.htm](http://www.usarj.army.mil/organization/vet_index.htm)).--c. LENGTH OF QUARANTINE----Ministry of Agriculture, Forestry and Fisheries (MAFF) quarantine inspectors and US Army Veterinary Command veterinarians will determine the length of each pet's quarantine period when the pet arrives in Japan. The quarantine periods will range up to 180 days.--d. RECOMMENDATIONS----(1) The USFJ Veterinarian offers the following recommendations to assist SOFA status personnel in the movement of their pet to Japan. Each item listed below is important and must be accomplished AS SOON AS THE MILITARY MEMBER IS AWARE OF MOVEMENT TO JAPAN. This will ease the transition and acceptance of the pet into Japan.----- (a) Microchipping: Before completing any of the following requirements, PLEASE MICROCHIP YOUR PET FIRST. Any vaccinations or testing prior to microchipping will be considered invalid. All animals must obtain a microchip before arriving in Japan. ISO or ISO-compatible chips that meet the ISO 11784 and 11785 Standard are recommended. HomeAgain and AVID microchips are acceptable. The identification number of the microchip must be annotated on the Rabies Certificate, the Health Certificate, and on the rabies serology (FAVN) test results sheet.----- (b) Vaccinations: SOFA status personnel bringing a dog or cat into Japan should be prepared to present documentary evidence that their pet has had at least two rabies vaccinations since being microchipped.----- (i) The most recent vaccination must have been given not less than 30 days and not later than 12 months prior to arrival.----- (ii) The most recent rabies vaccination form (DD 2208, Rabies Vaccination Certificate) will be required and requires annotation of the microchip number.----- (iii) Complete information for the past two rabies vaccinations will be annotated on the health certificate (MDJ OP 2209, Veterinary Health Certificate for Import Export for

Japan).----- (iv) The first rabies vaccine may be given at the same time as the microchip. The second rabies vaccine booster should be given at least 30 days or more after the first rabies immunization.----- (c) Fluorescent Antibody Viral Neutralization (FAVN) Test:----- (i) This blood test needs to be performed after the second rabies vaccination and is good for up to 2 years.----- (ii) For PUPPIES and KITTENS (< 12 months): blood should be drawn >30 days after the second rabies vaccination.----- (iii) For ADULT DOGS and CATS (>12 months with a history of rabies vaccinations): blood can be drawn within 2 days or later of the second rabies immunization.----- (iv) A FAVN test result which indicates an antibody level greater than or equal to 0.5 IU ml is acceptable. The microchip number needs to be annotated on the FAVN test result form. The FAVN blood test can be ordered through Kansas State University Rabies Laboratory or DOD Veterinary Food Analysis and Diagnostic Laboratory, Fort Sam Houston, TX.----- (d) Advance Notification:----- (i) Kadena AB, Yokota AB, and Misawa AB currently have capabilities for handling AMC arrivals of dogs and cats so the ADVANCE NOTIFICATION IS NOT NEEDED IF THE ANIMAL ARRIVES AT A MILITARY INSTALLATION.----- (ii) If the animal is traveling by commercial air, the GOJ requires an advance notification of pet movement as soon as transportation is scheduled for SOFA members. A notification approval will be returned and is used when checking the animal in with the airline. Therefore, in order to avoid problems at check-in with the airline, this prior notification approval form is VERY IMPORTANT. Please annotate in the -- Remarks-- box the following statement: --This pet belongs to a US SOFA sponsored family and will be assigned to (list installation).----- (iii) The advance notification form is found on the JDVC website: [http://www.usarj.army.mil/organization/vet\\_r\\_doc.aspx](http://www.usarj.army.mil/organization/vet_r_doc.aspx)----- (iv) The advance notification form is required to be sent by mail or by FAX to the port of entry. Addresses and FAX numbers for the respective port of entry may be found at this website (Narita arrivals should fax to Terminal 1): <http://www.maff.go.jp/e/index.html>----- (e) All incoming animals must enter Japan through officially designated ports:----- (i) Seaports: Keihin, Nagoya, Osaka, Kobe, Kanmon, and Naha.----- (ii) Airports: New Tokyo (Narita), Tokyo (Haneda), Nagoya, Osaka (Kansai), Fukuoka, Kagoshima, and Naha (Okinawa).----- (iii) Military AMC ports: Kadena AB, Yokota AB, and Misawa AB.--e. HEALTH CERTIFICATE:---- (1) An individual health certificate is required for each animal that is moved into or out of Japan. The military health certificate is valid for 10 days and must be completed within 10 days before arrival. Please note the traveler will lose one day during travel to Japan from the US.---- (2) The MDJ OP Form 2209 (Veterinary Health Certificate for Import Export for Japan) may be used by military veterinarians. The MDJ OP Form 2209 may be found on [www.public.navy.mil/surfor/ltd49/Documents/2209.pdf](http://www.public.navy.mil/surfor/ltd49/Documents/2209.pdf). (CH 09-Jan-2018 USTCJ4-HB-PAC RB)--f. USDA CERTIFICATION:---- (1) If a health certificate is issued by a licensed civilian veterinarian, the health certificate and rabies certificate must be certified by a USDA State Veterinarian and bear the USDA raised embossed seal. These health certificates are valid up to 30 days before arrival.---- (2) Health certificates issued by a military veterinary treatment facility using the MDJ OP Form 2209 do not require the USDA certification.---- (3) Airlines require a health certificate that is within 10 days of arrival. Therefore if the USDA certified health certificate is not dated within 10 days of arrival, an additional certificate will be required within 10 days of arrival for the airline.---- (4) The USDA certified certificate will be used upon arrival for processing the pet at Customs.--g. AGE REQUIREMENT:---- (1) Japan discourages the importation of dogs and cats under the age of 12 months. These pets rarely meet the vaccination and FAVN test requirements prior to 11 months.---- (2) Pets under the age of 11 months can be imported but must start out with a 180 day quarantine period. This quarantine period may be reduced if all of the steps above are completed before arrival in Japan. Primary emphasis is placed on microchipping, rabies vaccinations (one at 91 days of age followed by a second one not earlier than 30 days after the first), and the FAVN test (must be drawn not earlier than 30 days after the second rabies vaccination).---- (3) For animals over the age of 12 months, with a history of vaccination, the primary difference is

the FAVN test may be performed any time after the second rabies vaccination.--h. OFFICIAL TRAVEL ORDERS (2 copies):----Pet owners must submit Official Travel Orders upon arrival at the Animal Quarantine Service in the airport Customs area to verify SOFA status.--i. MDJ Form 270 (Pet Quarantine and Examination Certificate; 2 copies):----(1) All SOFA status personnel entering Japan with a pet must complete a MDJ 270. The MDJ 270 allows your pet to be released to you for transportation to your US Military Quarantine Facility. The form may be downloaded from the JDVC website and should be completed prior to arrival in Japan.----(2) You must submit the form to the Animal Quarantine Officer upon arrival, then to your US Military Veterinary Treatment Facility within 72 hours after entry into Japan to continue and complete the quarantine processes.--j. USFJ Form 380 EJ (Customs Free Import or Export of Cargo or Customs Declaration of Personal Property):----(1) This form is required when your pet(s) enters Japan unaccompanied as cargo or on a different flight as the sponsor. You do not need this form if you are accompanying the animal as baggage.----(2) You can only use this form within 6 months of being assigned to Japan. After 6 months, you can still use the form, but you may be required to pay any Customs duties associated with bringing a pet into the country. You may obtain the form by having your sponsor take a copy of your orders to the transportation office at your gaining command. The base transportation officer will sign the appropriate box after verifying your orders.--k. Pet owners or their authorized representatives should be prepared to provide the following information to the Animal Quarantine Officer:----(1) Military mailing address----(2) Duty phone number (Ask your sponsor for a duty number)----(3) Command informationNOTE: Placing the above certificates in a zip lock plastic bag and taping it securely to the top of the Pet s cage seems to work best. These forms must accompany the animal during transit. Ensure these forms are completely filled out. It is suggested that you carry in your possession the originals of each certificate. When clearing customs, all supporting documentation, including the animal s health record, must be available for referencing in case questions arise concerning the health and or identity of the animal and validity of the records.--l. QUARANTINE PERIOD:----(1) The quarantine period is primarily determined by the date the blood for the FAVN test was collected. This is only valid if the microchip was received prior to the two rabies vaccinations and the rabies immunizations were received prior to the blood being drawn for the FAVN test. The FAVN test result level must be equal to or greater than 0.5 IU ml. Equation used: (180 days) minus (# days since blood drawn for an acceptable FAVN test at the date of arrival)

## 7. PRIVATELY OWNED FIREARMS (POF)

--a. U.S. Forces Japan (USFJ) personnel must meet the requirements of Japanese law when importing or possessing POFs in Japan. Japanese laws are strict. Japanese police that discover U.S. Forces personnel carrying a pocket knife or other bladed instruments without a justifiable reason (Self-Defense or General use are not sufficient reasons in Japan) may be apprehended for violation of the Firearms and Swords Control Law or other laws. USFJI 31-207, Firearms and Other Weapons in Japan contains detailed information on what weapons can and cannot be shipped to Japan. It also incorporates changes to Japanese law with regard to possession and ownership of knives and other bladed instruments. The Japanese Government has PROHIBITED local agents in Japan from line hauling HHGs shipments containing firearms on Japanese highways. USFJ members are NOT AUTHORIZED to import or possess the following in Japan (includes Okinawa).----(1) Handguns----(2) A muffler or a silencer for any firearm----(3) Machine gun----(4) Shotguns larger than 12 gauge (i.e. 8 and 10gauge are prohibited)----(5) .410 caliber shotguns that the Japanese government considers technically capable of firing a rifle round.----(6) Any power-charged rifle for hunting game birds.----(7) Imitation handgun. Any product made from metal in a form remarkably resembling a handgun.--b. POF SHIPPING: Privately owned firearms will not be shipped in either



unaccompanied baggage (UB) or household goods (HHG) shipments to from Japan. Shotguns and rifles will be mailed to Japan through the U.S. Postal System, consigned to the Commander, unit of assignment, of the gaining member, and stored IAW Commanders guidance developed IAW paragraph 12.1 and 12.2 of USFJI 31-207 until properly registered IAW with paragraph 5.6. (CH 20-Sep-2012, SDDC-PAC RB)--c. POF STORAGE: Service Component and installation Commanders will determine firearms storage requirements for persons residing in accompanied housing on U.S. installations. Privately owned firearms will not be stored in unaccompanied housing quarters or billeting. Privately owned firearms may only be stored in off base housing once they have been properly registered with the government of Japan and comply with Japanese laws for firearms storage. Until personnel acquire their firearms permit, weapons must be stored in approved weapon storage areas within USFJ installations.--d. COMMANDER AUTHORIZATION: Service commanders are authorized to impose more stringent requirements than those outlined herein regarding privately owned firearms (POFs). It is imperative that all inbound personnel interested in shipping firearms and other weapons as part of a move to Japan contact their unit of assignment prior to arranging shipments.--e. POF REGISTRATION: All privately owned firearms must be registered at the installation where owners are assigned within 7 days after importation or acquisition. Japanese firearm permits are required for possessing, using, storing, and transporting privately owned firearms outside U.S. installations and facilities.--f. ALL U.S. NAVAL INSTALLATIONS IN JAPAN (FLC Yokosuka, Sasebo, and Atsugi): Importation of all types of firearms into Japan is prohibited. U.S. military members, or U.S. Civilian components, assigned to duty either on a permanent basis, or extended temporary duty, shall not import by mail, or household good shipments, any type of handgun, rifle, shotgun, pellet, air or bb guns.--g. FOR OKINAWA: Importation of handguns, rifles, pellet, air and BB guns to Okinawa is strictly prohibited. Possession of these types of firearms on Okinawa is not authorized. Shotguns, may be imported, however, it is strongly discouraged. Use of parcel post only (subject to postal regulations). Members must mail shotgun(s) to their gaining unit Commander, marked for member. Shotguns MUST be stored in the armory and can only be checked out as needed for approved use. DOD members must have a current Japanese gun permit prior to transporting, using, storing, or otherwise possessing firearms outside military installations on Okinawa. DoD members planning to ship shotguns must coordinate with their sponsors or gaining unit before proceeding with the shipment.--h. AGE REQUIREMENT: Persons under 20 years old are prohibited from owning, purchasing, possessing, carrying, or registering privately owned firearms and ammunition in Japan. This includes military members under 20 years old.--i. AMMUNITION: Members are prohibited from importing or exporting privately owned ammunition into Japan. The sale or transfer of ammunition to non-SOFA status individuals is strictly prohibited.--j. BLADED INSTRUMENTS: Japanese law prohibits restricts bladed instruments outside of U.S. installations and facilities. Items prohibited from importing into Japan, including Okinawa are:----(1) Privately owned daggers and double-edged knives with a blade length of 5.5 centimeters (2.1 inches) or longer.----(2) Spring switchblade knives with a mechanism to automatically open a blade 45 degrees or more.--k. CUTLERY: Cutlery (such as kitchen knives, box cutters, or other single, non-folding bladed cutting instruments) exceeding 6 centimeters (2.3 inches) are prohibited outside of U.S. installations and facilities unless carried for business or other justifiable reasons. Recommend shorter bladed instruments also not be carried unless for business or other justifiable reason. Cutlery that is less than 6 centimeters (2.3 inches) without a justifiable reason may also result in being detained or apprehended for a violation of a Minor Offense law.--l. SCISSORS OR FOLDING KNIVES: Scissors or folding knives exceeding 8 centimeters (3.1 inches) are prohibited outside of U.S. installations and facilities unless carried for business or other justifiable reasons. Folding knives stated above does not include switchblades which are categorized as swords.--m. SWORDS: Swords may be detained or confiscated by Japanese Customs officials upon entry into

Japan. Swords that are part of an official U.S. military (including U.S. Coast Guard) uniform do not require a permit or registration with the Japanese authorities. However, they must be listed on the owners travel orders.----For transporting swords outside of U.S. installations for other than official U.S. military ceremonies, authorization must be obtained from the local Public Safety Commission (Police Department) prior to the event. Transporting official military swords outside of U.S. facilities and areas as part of official ceremonial functions, or as part of an official uniform, and also when entering or departing Japan, should be authorized in writing by appropriate commanders. A person that carries or transports a privately owned sword (non-part of an official U.S. military uniform) outside of U.S. installations shall carry a Japanese license or registration certificate for the sword.--n. BLADED INSTRUMENT TRANSPORTATION: Transporting privately owned bladed instruments outside U.S. facilities and areas for off-base cultural or sporting activities must be IAW Japanese law. For transporting knives or other cutlery to camping or other recreational events, it is recommended to pack the items with the camping or other gear to confirm their intended use.--o. BOWS AND ARROWS: Recreational bows arrows are considered weapons and must be controlled to prevent misuse. Recreational bows arrows are authorized under the following conditions: ----(1) Individual Use. Personal bows arrows for individual recreational use may only be imported into Japan via authorized household shipments or purchased through authorized retailers in Japan, including through Article XV organizations. ----(2) Personnel are authorized to store bows arrows in their on base government quarters, unless otherwise directed by local installation instructions. Storage of bows arrows in off installation residences will be in accordance with Japanese law. Bows arrows will be stored in a locked container or closet to prevent access to minors or unauthorized personnel when not in use. Storage of bows arrows is not authorized in unaccompanied barracks dormitories. Service Component and installation Commanders will determine registration requirements, if any.--p. THE FOLLOWING TYPES OF POFs MAY BE LAWFULLY IMPORTED AND REGISTERED IN JAPAN BY U.S. FORCES PERSONNEL:----(1) Hunting and sporting rifles including .22 caliber rifles. However, .22 caliber rifles are prohibited for hunting. The minimum bore size for hunting in Japan is .23 caliber.----(2) Defined as a gun customarily used for hunting or sporting, including military type rifles that have been converted permanently.----(3) Hunting and sporting rifles (including shotguns) must meet the following restrictions:----- (a) Not capable of automatic, successive firing such as machine guns. The magazine shall be such that it can load no more than 5 rounds of ammunition or metal bullets. Shotguns may not have a load capacity greater than 3 rounds. ----- (b) The caliber of a rifle bore cannot exceed 0.41 inches (10.5 millimeters).----- (c) Shotgun bores cannot be larger than 12gauge i.e. 8 and 10-gauge shotguns are prohibited.----- (d) The length of the rifle or shot gun must exceed 37 inches (93.9 centimeters).----- (e) The length of the barrel must exceed 19.25 inches (48.8 centimeters).----- (f) Not equipped with a silencing device or silencing equipment to produce silencing effect.----- (g) Not having such serious defects in the firing mechanism or barrel as would create apprehension that a hazard exists.----- (h) .410 caliber shotguns that the Japanese government does not consider technically capable of firing a rifle round.----(4) Firearms designed primarily for target, skeet or trap shooting must be of the types listed above and restrictions stated above apply.--q. AIR GUNS BB GUNS PAINTBALL GUNS PAINTBALL MARKERS (to include Okinawa):(Paragraph added 02-Jul-2015 SDDC-PAC RB)----Shipment of air guns, also called pellet or BB guns, that propel metallic projectiles are not authorized in any personal property shipments (household goods or unaccompanied baggage).----Per USFJ 31-207, para 3.1., air guns (including those in which compressed gas is used) equipped with a mechanism for shooting metallic bullets are considered firearms under Japanese law. Paintball markers or paintball guns with a maximum velocity UP TO 300 Feet Per Second (fps) may be shipped in any personal property shipments (HHG and UB). All DoD installations in Japan do not prohibit shipment, storage, and use of paintball guns markers for use at MWR facilities that accommodate paintball tournaments and or

activities.----Per USFJ 31-207, para 6.8., paintball markers (guns) are authorized IAW Service Component and installation Commanders guidance. Paintball guns markers will only be used during official paintball functions (i.e.-Outdoor Recreation sponsored programs events, official paintball competitions, etc.). All rules, regulations, guidance and instructions will be adhered to.----Per USFJ 31-207, para 6.8.2., any individual who owns a paintball gun marker that closely resembles an actual firearm --MUST-- make arrangements with the Outdoor Recreation section to store the paintball gun marker. If arrangements are not made and the paintball gun marker is discovered, the paintball gun marker will be accounted for, controlled, and stored by military authorities IAW appropriate Service regulations until such individuals depart Japan or until the paintball gun marker is destroyed.----CO2 cartridges are considered a Hazardous Material, and cannot be included in the HHG UB shipment imported into or exported out of Japan.--r. NOTE: Violators may be severely fined or imprisoned by Japanese authorities, depending on the offense. (CH SDPPP-Pac, Jan 14, 2011)

#### a. HAND GUNS

For further details see above. (CH 02-JUL-2015 SDDC-PAC RB)

#### b. RIFLES/SHOT GUNS

For further details see above. (CH 02-JUL-2015 SDDC-PAC RB)

#### c. TOY RELATED GUNS

Importation of imitation handguns made from metal in a form remarkably resembling a handgun is not authorized. No restrictions identified for toy-related guns.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

For further details see above. (CH 02-JUL-2015 SDDC-PAC RB)

### 8. PRIVATELY OWNED VEHICLES (POVs)

--a. POV shipments are subject to embargo or waiver requirements.----(1) Effective 1 April 1996, the Assistant Secretary for Defense (for Management Policy) has granted limited case-by-case, waiver authority to Commander USFJ for shipment of post 1976 type vehicles to Mainland Japan only.----(2) Okinawa continues to be under an embargo status and is not included under this waiver authority except for Category C POVs (see below).----(3) The waiver authority for Mainland Japan has been further delegated by USFJ to Component Commanders. SEE "POVs (Includes data on prohibited vehicles, color, etc.)" paragraph below for authorized Component Commanders.----(4) When requesting a waiver, the following information should be included:----- (a) make, year, model of vehicle----- (b) Vehicle Identification Number (VIN)----- (c) if equipped with California emission.--b. All DoD military members employees must obtain prior approval from their respective service authority in Japan named in para 8.i. All imported motor vehicles must be registered by the Government of Japan.--c. All DoD service members MUST be counseled on the following items:----(1) the high cost of initial registration of their POV in Japan (\$3000 to \$5000 dollars per vehicle based on 100 Yen to \$1.00 US dollar),----(2) availability of parts and qualified maintenance----(3) emissions testing (\$3,000 to \$5,000).--d. POVs shipped to Japan are either category A, B or C:----(1) CATEGORY A are POVs manufactured prior to 31 March 1976.



-----Category A POVs will have to meet the insurance, taxes, registration fees and local vehicle emission standards and safety requirements (headlights, color of bulbs, MPH to KPH, speedometer, etc.). This category will NOT require a waiver. Category A POVs may be shipped to Mainland Japan or Okinawa, Japan as appropriate. Estimated cost per vehicle is between \$500 to \$1000 based on 100 Yen to \$1.00 US dollar.----(2) CATEGORY B are POVs manufactured after 31 March 1976. -----  
Category B POVs will have to pass Japanese Vehicle Emission Standards (JVES), plus the above-mentioned items (insurance, tax, and registration requirements). This category will require a waiver (component services) and is authorized for shipment to Mainland Japan ONLY! Estimated cost per vehicle is between \$3000 to \$5000 based on 100 Yen to \$1.00 US dollar.----(3) CATEGORY C are Japan-spec POVs previously registered and exported from mainland Japan and/or Okinawa. -----  
Category C POVs require a shipment waiver from service component representatives acknowledging all associated costs will be at the personal expense. Copy of the original car title or Japan export title will be presented to Transportation Office during counseling and to the origin Vehicle Processing Center (VPC). Per confirmation from the National Agency, Vehicle Inspections Office, Okinawa, emissions testing is not required for stock vehicles and can be registered in mainland and/or Okinawa, Japan. In order to ensure current emissions and safety standards are met, all modified Japan-spec POVs will be shipped to mainland Japan to undergo emissions, safety, and noise testing. All additional costs plus the subsequent delivery to Okinawa will be at member s or DoD employee s expense. Origin VPCs must ensure NOT to ship any modified Japan-spec POVs directly to Okinawa to include POVs purchased from a Japan Export Company. Any changes that affects safety and the manufacturer s original factory intake, exhaust, tuning and suspension are considered car modification.(CH SDDC-PAC 10-Mar-2017 RB)--e. Due to the remote locations and size of the installations of CDR Fleet Activities Sasebo NAVSUP Fleet Logistics Center Yokosuka Site Sasebo (QENF), MCAS Iwakuni (QEML) and Misawa AB (QEFL), there are no on-base facilities authorized to modify or inspect vehicles to meet Japan emission and safety standards. The estimated cost per vehicle may be \$2,000 to \$5,000 based on 100 Yen to \$1.00 US dollar regardless of vehicle category A or B.--f. Oversized vehicles (i.e.-special purpose vehicles, campers, motor homes, recreational vehicles, etc.) exceeding 12 meters in length, 2.5 meters in width, and or 3.8 meters in height will not comply with Japanese registration standards. Modifications, including installed camper shells, cannot protrude more than 15cm from each side of the vehicle. Total vehicle weight cannot exceed 20 tons: axle weight-10 tons; and wheel weight-5 tons.--g. Members should contact their sponsors and or transportation offices concerning the current cost of owning and operating POVs in Japan.--h. DIESEL passenger vehicles shipped to the Kanto plain: "Government of Japan vehicle regulations concerning some diesel-powered vehicles are in effect in the Tokyo, Nagoya and Osaka metropolitan regions. U.S. Forces must abide by these regulations. The Tokyo region includes CFAY Yokosuka (QENQ), NAF Atsugi (QENL), Yokota AB (QFFL) and Camp Zama (QFAC). The new regulations are designed to reduce pollution in these heavy-traffic areas. Owners of older model diesel vehicles must determine if this law applies to their POV prior to shipping to an affected area. If they are shipping intra-Japan, they can check with their local Land Transportation Office (LTO). The newcomer can also request that his/her sponsor check with the local LTO. Members moving to the affected areas should consider these regulations when purchasing older model diesel vehicles. Information on vehicle registration can be obtained from local (Japan) installation vehicle registration offices." (CH)--i. TRANSPORTING POVS WITHIN JAPAN: (per USTRANSCOM Personal Property Advisory #20-0092 dated 09-Jun-2020)---(1) Effective 15 May 2020, USTRANSCOM modified the Global POV Contract (GPC IV) to include non-standard "quality of life" movement services for transporting POVs from Yokohama Port to Marine Corps Air Station Iwakuni, U.S. Fleet Activities Sasebo, Misawa Air Base, and the island of Okinawa. No GPC IV modifications were required for POVs destined for U.S. Fleet Activities Yokosuka, Naval Air Facility Atsugi, U.S. Army Garrison Camp Zama, or other U.S. military installations in and around Tokyo proper due to the

installations' proximity to Yokohama Port.---(2) Japan INTRA-THEATER POV LOGISTICS SUPPORT PLAN - -----(a) IAL will provide POV turn in service within a 9 mile (15 kilometers) radius in proximity of Misawa Air Base, Sasebo and Iwakuni. POV turn-in service will not be offered on a walk-in basis. POV turn-in will be offered BY APPOINTMENTS ONLY. -----(b) Appointment scheduling. IAL will confirm receipt of emailed documents and provide any required corrections within 24 hours of receipt. If no changes are required, the response will confirm and notify the customer that their information has been forwarded to our local representative for scheduling. Someone will reach out to them within 48 hours after confirmation that all documentation is complete to schedule an appointment.---(3) REMINDER FOR PPPO COUNSELORS: Since there are no physical VPCs in Japan, customers MUST schedule an appointment with IAL to turn in or pick up their POV. Counselors may point them to the contractor's website, PCSmyPOV ([www.pcsmypov.com](http://www.pcsmypov.com)), for appointment scheduling and other contact information.(CH 18-Jun-2020 TCJ9-OH-Pacific RB)

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

WAIVERS:----All DOD personnel must obtain prior approval from their respective Service authority in Japan as indicated below for shipment of POVs.POCs FOR POV WAIVERS:----(1) For all ARMY: Commander, LRC-Camp Zama, 403rd Army Field Support Brigade, Bldg 102, Room E100, Unit 45017, ATTN ASKO-LRC-CZMT-Z, APO AP 96343-5017. Phone numbers: DSN 263-5154/8986; COMM 011-81-46-407-5154 8986. DSN FAX: 315-263-8984. Email address: [atozama@zama.army.mil](mailto:atozama@zama.army.mil)----(2) For AIR FORCE:------(a) Yokota AB, JA: 374 LRS LGRDF, Unit 5120, Yokota AB, JA, APO AP 96328. Phone numbers: DSN 315-225-9732; COMM: 011-81-3117-55-9732. DSN FAX: 315-225-9606. Email address: [374LRS.LGRDF@US.AF.MIL](mailto:374LRS.LGRDF@US.AF.MIL)------(b) Misawa AB, JA: 35 LRS LGRDF, Misawa AB JA, Unit 5014, APO AP 96319-5014. Phone number: DSN 315-226-3525. DSN FAX: 315-226-2077. Email Address: [35LRS.LGRDF.personalproperty@US.AF.MIL](mailto:35LRS.LGRDF.personalproperty@US.AF.MIL)----(3) For NAVY: NAVSUP , Fleet Logistics Center Yokosuka, ATTN: Code 440, PSC 473 BOX 11, FPO AP 96349. Phone: DSN: 315-243-6310 or 6311, DSN FAX: 315-243-2709 , Email: [navsup\\_flcy\\_yokosuka\\_c440\\_jppso@us.navy.mil](mailto:navsup_flcy_yokosuka_c440_jppso@us.navy.mil)----(4) For MARINES: Distribution Management Office, Attn: G4, MCB Camp SD Butler, Unit 35018, FPO AP 96373-5018. NOTE--MCB HQMC, Camp Butler, Okinawa, Japan is the Executive agent and waiver authority for all Marines assigned to Japan, to include POV waivers when required. DSN: 315-645-0413 0419, Email: [mcbbutlerppsodmo@usmc.mil](mailto:mcbbutlerppsodmo@usmc.mil)----(5) DIPLOMATIC PERSONNEL: All DOD military members ordered to Japan under diplomatic assignment are exempt from the 01 April 1996, Assistant SECDEF case-by-case waiver authority identified herein. DOD military members may ship POVs in accordance with guidelines established by appropriate authority at the U.S. Embassy to which they have been assigned.

#### b. MOTOR CYCLES/MOPEDS

----(1) Motorcycles/Mopeds over 250cc, manufactured 1 July 1999 or later, must comply with Government Of Japan (GOJ)-imposed brake standards. In addition to the brake standard requirement, motorcycles/mopeds over 250cc, manufactured 1 April 2001 or later, must pass GOJ emissions testing and meet engine-exhaust emission control standards.----(2) The estimated minimum costs for mandatory engine exhaust emission testing is approximately \$800. Costs to bring a noncompliant motorcycle to standards depends on type model. If a motorcycle does not meet brake standards, costs to bring the motorcycle into compliance could run \$2000-\$4000. (Brake testing costs depend on type model). These are separate requirements (subject to manufactured dates). Failure to meet compliance places the owner in an even costlier situation. The additional cost of meeting GOJ s standards is subject to the various equipment types and models and degree of difficulty in meeting compliance. There is only one brake testing facility in Tokyo; two emission

testing facilities located in Tokyo and one in Osaka. There are no brake or emissions testing facilities on Okinawa. Furthermore, there are no brake or emissions testing facilities near Misawa, Sasebo, or Iwakuni (mainland Japan).----(3) The following paragraphs outline current DoD policy on importing motorcycles/mopeds over 250cc:----- (a) Manufactured prior to 1 Jul 99: No import restrictions.----- (b) Manufactured 1 Jul 99 to 31 Mar 01: The motorcycle must meet brake standards. No import restrictions to mainland Japan, however, member should have a manufacturer's certificate stating the motorcycle meets Japanese brake standards.----(4) Members assigned to military installations outside the Kanto Plain (Tokyo area) will face high costs and extreme inconvenience transporting the motorcycle to a brake testing facility, if testing is required. Members assigned to Okinawa do not have a brake testing facility on the island.----(5) The motorcycle owner, whether assigned to mainland Japan or Okinawa, should contact the motorcycle manufacturer and obtain a certificate that specifically states the vehicle meets Japanese brake standards. If the member has any doubt about meeting the brake standard, he/she may send the manufacturer's brake certificate to the sponsor in Japan and ask him/her to check with the local LTO. The sponsor can then advise the member (before shipment) if the motorcycle meets standards. Ensuring the brakes meet Japanese standards prior to shipment is critical, especially for Okinawa, as there are no brake testing facilities on the island.----(6) Manufactured 1 Apr 01 or later: Both brake and engine exhaust emission standards must be met. Members assigned to military installations outside the Kanto Plain (Tokyo area) will face high costs and extreme inconvenience transporting the motorcycle to an engine exhaust testing facility, and to a brake testing facility (if required). Members must sign a memo (prepared by origin Transportation Officer) acknowledging costs/inconvenience if the member chooses to ship to mainland Japan. A copy of this memo will be included in advance shipping documents sent to the destination Transportation Office. Motorcycles are prohibited from importation to Okinawa due to the lack of brake and emission testing facilities.----(7) Motorcycles/mopeds must be insured with a temporary registration tag in order to be driven to a testing facility.----(8) It is critical that counselors brief members of the extremely high GOJ compliance costs when shipping motorcycles/mopeds into Japan. Counselors should advise members, as an alternative, to place their motorcycles/mopeds into non-temporary storage as household goods for the duration of their tour in order to avoid compliance expenses. Service members may also use their POV storage entitlement (if a POV is not shipped) to store their motorcycle as a POV in the POV storage program where it will receive proper care.----(9) IAW Japanese Customs requirements, all motorcycles (to include mopeds) shipped as HHGs must be properly inventoried. The make, model, chassis number, and engine size must be noted on the inventory and shipping documents. Motorcycles may also be shipped as POVs. (NOTE: motorcycles/mopeds do not require POV waivers). Motorcycles/mopeds shipped as part of HHGs that fall in the above manufactured date category [b.(1)] must still comply with GOJ requirements.----(10) Motorcycles shipped as HHGs to Japan: All Transportation Offices are required to identify the inclusion of a motorcycle with make, model, chassis number, and engine size in block 25 of the PPGBL and as trailer card data on applicable Transportation Control and Movement Documents. Personal property Transportation Service Providers must show the same information on the inventory.----(11) Diplomatic Personnel: Department of Defense personnel on diplomatic assignment to the U.S. Embassy, Tokyo must contact their sponsor or the Transportation Section of the Embassy for specific guidelines regarding shipping a motorcycle.

### c. GASOLINE/CATALYTIC CONVERTERS

----(1) Gasoline purchased on military installations is 89 octane. Off-installation gasoline is minimum 89 octane. Prices off base start at approximately \$4.00 per gallon for 89 octane. Higher grade gasoline off base is more expensive.----(2) CUSTOMERS SHOULD BE COUNSELED ON EXTREMELY STRINGENT EMISSION STANDARDS IMPOSED.

#### d. INSURANCE AND SAFETY REQUIREMENTS

----(1) Effective 01 Jan 1997, each POV shall have insurance required by the Japanese Motor Vehicle Damage Compensation Guaranty Law.----(2) POV owners must secure and maintain supplemental coverage of no less than 30,000,000 Yen or \$300,000 for bodily injury, and 3,000,000 Yen or \$30,000 for property damage.----(3) Military and family members, and civilians assigned to US Navy commands, shall not operate private or rental vehicles unless the proper insurance provisions have been met.SAFETY in the MISAWA AB area: If a POV is destined for Misawa AB between 01-Dec through 31-Mar, four(4) snow tires are highly recommended.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

The importation of pornographic material is a violation of Japanese law. Any exposure of the public area is considered pornographic. Those items determined to be pornographic will be confiscated and destroyed.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

Transmitting equipment is defined as any device that emits a wireless radio frequency signal. This includes, but is not limited to, the specific equipment devices described in the subparagraphs below. Transmitting devices designed and manufactured to be used in the U.S. operate in frequency bands authorized for their use in the U.S. Many of those same devices cannot be used in Japan because of different Japanese allocations for frequency bands. Any questions concerning the operation of personal wireless devices or radio transmitting equipment should be directed to the appropriate base frequency manager or the U.S. Forces Joint Frequency Management Office (JFMO) at Yokota AB, Japan (DSN) 315-225-4613, (CML from U.S.) 011-81-311-755-4613, (CML from Japan) 042-552-2510 x54613.Note: UNAUTHORIZED USE OF ANY TRANSMITTING EQUIPMENT IN JAPAN COULD RESULT IN SEVERE PENALTIES, INCLUDING MONETARY FINES AND IMPRISONMENT.--a. CITIZEN BAND (CB) RADIO EQUIPMENT: ----The Status of Forces Agreement (SOFA) prohibits the use of Citizen Band (CB) equipment in Japan by U.S. Forces personnel. CB equipment typically is available in the form of small walkie-talkie type radios that transmit and receive in the citizens radio service band. These radios are normally known in the U.S. as Family Radio Service (FRS) or General Mobile Radio Service (GMRS).--b. AMATEUR HAM RADIOS: ----Amateur HAM radio use on U.S. bases and facilities in Japan must be approved by the appropriate base frequency manager and base commander. In addition the foreign (non-Japanese) operator must submit an application to the Japanese government, regardless of the location of the transmitting equipment. More information about foreigners using amateur radio in Japan is available at: <http://www.jarl.org/English/0-2.htm>--c. BABY MONITORS: ----The use of baby monitors or baby alarms is permitted in Japan with the provision that the device operates in the 2.4 Gigahertz (GHz) band. MANY TYPES OF BABY MONITORING DEVICES MADE FOR USE IN THE U.S. CANNOT BE USED IN JAPAN BECAUSE THEY OPERATE IN THE 900 MHZ BAND, which is used for a different purpose in Japan. Use of these 900

MHz monitors causes extensive interference to Japanese emergency and cell phone networks. U.S. FORCES USING THESE 900 MHz BABY MONITORS IN JAPAN ARE SUBJECT TO MONETARY FINES AND DISCIPLINARY ACTION. Any questions about whether a particular baby monitor is authorized or not should be directed to the base frequency manager or the USFJ JFMO.--d. WIRELESS LOCAL AREANETWORK (LAN) TRANSMITTING EQUIPMENT: ----The use of wireless LAN equipment is authorized in Japan as long as it transmits in the 2.4 GHz frequency band. The use of amplifiers, boosters, or any other device that alters the transmitted power or the transmitted signal characteristics is strictly prohibited.--e. CORDLESS TELEPHONES: ----Cordless home telephones may be used in Japan but must operate in one of the following frequency bands: 2.4 GHz (Gigahertz)5.8 GHz. Specifically prohibited are cordless telephones with base stations and or remote units that transmit in the 900 MHz (Megahertz) band. These 900 MHz phones cause extensive interference to Japanese emergency and cell networks. In addition, any other cordless telephone use (other than 2.4 GHz and 5.8 GHz) must be approved by the appropriate base frequency manager.--f. RADIO CONTROLLED MODEL EQUIPMENT (RCME): ----RCME is defined as scale model aircraft, boats, vehicles, etc. remotely controlled using radiofrequencies. Use of RCME is authorized per the following guidance:----- (1) Operator, controlling transmitter, and controlled device must be entirely within the confines of U.S. facilities and areas.----- (2) Japan-wide: Remote control transmitter must operate on one of the following frequencies at no more than 2 watts of power: 26.995, 27.045, 27.095, and 27.255 Megahertz (MHz).----- (3) Japan-wide: Remote control transmitter must operate on one of the following frequencies at no more than 1 watt of power: 72.24, 72.4, 75.64 MHz. ----- (4) Additional frequencies in these same bands have been approved for specific Japan U.S. base locations and can be provided upon request by the appropriate base frequency manager or the USFJ JFMO. (CH, SDPPP-PAC, Jan 14, 2011)

#### a. CBS

Use of Citizen Band (CB) is prohibited. For further details see above. (CH, SDPPP-PAC, Jan 14, 2011)

#### b. AMATEUR/HAM RADIOS

For further details see above. (CH, SDPPP-PAC, Jan 14, 2011)

#### c. MARS EQUIPMENT

No restrictions identified.

#### d. DISH ANTENNAS

Personally owned satellite dishes are prohibited.

#### e. CORDLESS PHONES

For further details see above. (CH, SDPPP-PAC, Jan 14, 2011)

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

----Separatees and retirees DO NOT fall under the Status of Forces Agreement (SOFA) and are not entitled to the exemptions of personnel whose status in Japan stems from this agreement.---- Personnel contemplating retirement, separation or relocating dependents to Japan should be counseled that all customs entry requirements, to include payment of duties, taxes, customs inspection fees, port handling fees, port storage fees, etc. remain the responsibility of the member



and is a personal matter between the customer and the Government of Japan. (CH 14-Apr-2020 TCJ9-OH-P RB)----Documents Required for Customs Clearance: For EGATE entry, please see <https://www.customs.go.jp/english/passenger/egate.htm>----Personnel are responsible to ensure the Japanese Government has not imposed a Travel Ban on personnel from entering the country, which may not allow them to clear their shipment in a timely matter. If not, this could result in port demurrage charges incurring and require personnel to pay until the Travel Ban is lifted and the shipment is cleared.----In April 2013 applicable duties, taxes and customs inspection fees destined for Okinawa totaled approximately 2,000USD for a 500-pound shipment of HHG. Please ensure customers are counseled of potential costs accordingly. (CH 07-MAY-2013 SDDC-PAC RB)----Origin transportation officers must ensure personal property shipments are clearly marked identified as belonging to a separatee or retiree on GBLs, orders, and other documents so destination agents and transportation officers know the shipment belongs to a separatee or retiree.

### 13. OTHER

--a. JAPAN NATIONAL HOLIDAYS: Japanese Customs offices close 29 Dec through 03 Jan. Also, many commercial companies including transportation and port operations close between 29 Apr through 05 May for golden week. RDDs should not be assigned later than 28 Dec or earlier than 05 Jan or between 29 Apr through 05 May. For planning purposes when scheduling RDDs, Japanese National Holidays are:01 Jan----New Year s Day2nd Monday of Jan----Adulthood Day11 Feb----National Foundation Day23 Feb----Emperor's Birthday21 Mar----Vernal Equinox Day29 Apr----Showa-No-Hi03 May----Constitution Day04 May----Midori-No-Hi (Green Day)05 May----Children s Day3rd Monday of July----Ocean Day11 Aug----Mountain Day3rd Monday of Sep----Respect for the Aged Day23 Sep----Autumn Equinox Day2nd Monday of Oct----Health-Athletics Day03 Nov----Culture Day23 Nov----Labor-Thanksgiving Day23 Dec----Emperor s Birthday (2108 ONLY)--b. BOATS: Considering all the expenses involved and limited weight entitlement allowed, this activity discourages the importation of boats to Okinawa.----(1) Sailboats, motorboats, jet skis and wave runners may be imported to Japan duty-free subject to the following provisions:----- (a) Boats must be included in personal property shipments and imported within 6 months of sponsors arrival in Japan. Japan law states boats are not assessed customs duty, therefore, USFJ Form 380 EJ is not required.----- (b) Sponsor must declare boat as unaccompanied personal property at the time of his/her entry in Japan and possess evidence of ownership (title registration papers) and date of purchase.----- (c) If an imported boat is subsequently sold transferred to non-SOFA personnel (enterpriser or business), consumption tax of 5 percent of the boats value may be charged by the Government of Japan.----(2) All members should be counseled on the following:----- (a) Insurance costs average \$1,000 to \$2,000 annually, depending on coverage.----- (b) Any individual operating a boat with a motor must obtain a Japan Class 2 boating license (Certificate of Competency for Small Vessel Operator). The license cost is approximately \$400, and the test is only given in English twice each year. A Personal Watercraft (PWC) requires an additional license. Both licenses involve a written and practical examination.----- (c) Parking is very limited at the marina, as well as in off-base housing areas. Ball type hitches are very rare and should be shipped in with the water craft, or trailers must be converted for a pintle hook connection. A towing license is required to tow any trailer in Japan. An ordinary SOFA license is not sufficient.----- (d) Slips at Japanese marinas are very expensive. A typical slip on Tokyo Bay for a 30-foot boat will cost at least \$23,000 for the first year and \$10,000 each additional year (Yokohama Bayside Marina).----(3) For Okinawa: Members requesting shipment of boats should be counseled on the following:----- (a) Considering all the expenses involved and limited weight entitlement, importation of boats to Okinawa is discouraged.----- (b)

It is difficult and expensive to obtain a boat license. There are only two boat licensing classes per year costing approximately \$300.-----  
(c) Boat registration fee is approximately \$80 per year.--  
c. JA01 – Central TOKYO, YOKOSUKA, YOKOHAMA, ATSUGI, ZAMA, CHIBA, GIFU, FUKUSHIMA, GUNNMA, IBARAKI, ISHIKAWA, KANAZAWA, MIE, NAGANO, NARA, NIIGATA, OSAKA, SAITAN, SHIGA, SHIZOUKA, TOCHIGI, TOYAMA, WAKAYAMA, ZUSHI--  
d. JA02 – South SASEBO, IWAKUNI, NAGASAKI, OITA, OKAYAMA, SAGA, SHIMANE, TOKUSHIMA, TOTTORI, YAMAGUCHI, EHIME, FUKUOKA, HYOGO, KAGAWA, KAGOSHIMA, KOCHI, KUMMOTO, MIYAZAKI, NAGASAKI--  
e. JA03 – North AKITA, AOMORI, IWATE, MISAWA (AOMORI PREFECTURE), MIYAGI, YAMAGATA--  
f. JA04 HOKKAIDO--  
g. JA96 OKINAWA, CHATAN, GINOWAN, HAEBARU, KADENA, KIN, KITA-NAKAGUSUKU, NAGO, NAHA, URASOE, URASOE, URUMA, YONABARU, YOMITAN

## General Instructions: JARVIS ISLAND (XQ)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No Restrictions Identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No Restrictions Identified.

### 3. CONSUMABLES

No Restrictions Identified.

#### a. ALCOHOLIC BEVERAGES



No Restrictions Identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No Restrictions Identified.

#### c. COSMETICS

No Restrictions Identified.

#### d. FOOD STUFFS AND MEATS

No Restrictions Identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No Restrictions Identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No Restrictions Identified.

#### b. TVs/VCRs

No Restrictions Identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No Restrictions Identified.

### 5. FURTNITURE, OVERSIZED

No Restrictions Identified.

### 6. PETS/QUARANTINE

No Restrictions Identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No Restrictions Identified.

#### a. HAND GUNS

No Restrictions Identified.

#### b. RIFLES/SHOT GUNS

No Restrictions Identified.

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No Restrictions Identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No Restrictions Identified.

**b. MOTOR CYCLES/MOPEDS**

No Restrictions Identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No Restrictions Identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No Restrictions Identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No Restrictions Identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No Restrictions Identified.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

No Restrictions Identified.

**b. AMATEUR/HAM RADIOS**

No Restrictions Identified.

**c. MARS EQUIPMENT**

No Restrictions Identified.

d. DISH ANTENNAS

No Restrictions Identified.

e. CORDLESS PHONES

No Restrictions Identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No Restrictions Identified.

13. OTHER

No Restrictions Identified.

## General Instructions: JERSEY (JE)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: JOHNSTON ATOLL (XU)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

All arriving personnel will be subject to a luggage inspection by Johnston Atoll Security Force. Unaccompanied baggage is considered in the same category as luggage; and as such, is subject to inspection.

### 3. CONSUMABLES

No restrictions identified.



**a. ALCOHOLIC BEVERAGES**

No restrictions.

**b. CIGARETTES/TOBACCO PRODUCTS**

No restrictions.

**c. COSMETICS**

No restrictions identified.

**d. FOOD STUFFS AND MEATS**

No restrictions identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT**

No restrictions identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

Shipment of pets are not authorized.

**7. PRIVATELY OWNED FIREARMS (POF)**

Shipment of privately owned firearms(POFs) are not authorized.

**a. HAND GUNS**

Not authorized.

**b. RIFLES/SHOT GUNS**

Not authorized.

#### c. TOY RELATED GUNS

No restrictions identified.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Shipment of firearms ammunition, bows, arrows, spear guns (unless used for ecological study), brass knuckles, switchblade knives and knives with blades in excess of three inches (unless required in work assignments, or are special skin or scuba diving fishing knives), swords, machetes, kung-fu stars, nunchuka sticks, explosives, or incendiary devices (including fireworks) are not authorized.

NOTE: Hawaiian slings are authorized.

### 8. PRIVATELY OWNED VEHICLES (POVs)

No restrictions identified.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

Shipment of POVs are not authorized.

#### b. MOTOR CYCLES/MOPEDS

Shipment of motorcycles and/or mopeds are not authorized.

#### c. GASOLINE/CATALYTIC CONVERTERS

Does not apply.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Does not apply.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

Electronic eavesdropping equipment such as miniaturized transmitter microphones of type designed for installation for the purpose of clandestine observation and unauthorized interception of sensitive or classified information is not authorized.

#### a. CBS

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Separating, retiring or relocation dependents to Johnston Atoll is not authorized.

**13. OTHER**

No restrictions identified.

## General Instructions: JORDAN (JO)

### 1. SHIPMENT INSTRUCTIONS

DOD Arranged moves: Contact (GBLOC: SHAK, JTC Jordan)IMPORTANT: New Process: DOD personnel assigned to Joint Training Center Zarqa, Jordan. Refer customers to their AO/Personnel department/ Uniformed Services for the Weight Limitations to confirm weight entitlement/restrictions. ASG Jordan, Administrative Weight limitations from PDTAC has been approved and JTR admin weight updated to reflect the change. WKAS is no longer used for new shipments into Jordan on new bookings as of 15 Oct 23. ASG Jordan, assumed administrative support for shipments to and from this site. Consign UB shipments for DOD Members to Area Support Group-Jordan PPSO, Joint Training Center, Az Zarqa, Jordan 41111. in Block 20. Block 18 should read Amman Jordan. DO NOT SHIP VIA DPM. Shipments will be Special Solicitation from CONUS to Jordan and OTO from OCONUS to Jordan. Consign to member or member's agent at destination address or unit of assignment. Counseling services which include scheduling pickup and delivery of personal property. Any questions may be directed to Destination /Origin PPSO, GBLOC: SHAK at ASG Jordan.ASG-Jordan, ITO: POC: Jeffery LewiaJCT ASG Jordan, APO AE 09315, Telephone numbers: 318-820-6226Email Address: jeffrey.c.lewia.civ@army.milTMO: Eric.d.fletcher.ctr@army.milTO: chad.d.lewis.mil@army.milCustomer Service: Mahmoud.elsammak@vectrus.comShipment Support: Shadi.abu-tyfour@vectrus.comPPSO:ameer.cage@gov2x.comDOS ARRANGED MOVES: (GBLOC: SQDK) DoS arranged moves "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO:AmmanCristen Suhr suhrcj@state.govPhone: +962-79-754-6826FSN:Tameem Al-Tamimi Al-TamimiTM@state.gov+962-6-590-6007Group email:AmmanGSOShipping@state.gov.

#### a. WEIGHT RESTRICTIONS

DOD Arranged moves: (GBLOC: SHAK)AOR Jordan: Jordan, Joint Training Center Service and Traveler. USA Service memberTour Type; UnaccompaniedAdministratively Reduced Allowance: Unaccompanied baggage is limited to:•Enlisted Service members: 500 lbs.•Grade WO1-CW5: 600 lbs.•Grade O-1 through O-5: 600 lbs.•Grade O-6 and above: 1,000 lbs.USA civilian employeeUnaccompanied600 lbs. of unaccompanied baggageDOS Arranged

moves: (GBLOC: SQDK) Diplomatic Missions Service and Traveler Tour: USA Service member Accompanied 25 percent of the full HHG weight allowance. Note: If required to reside in Family Housing, consider shipping less than the authorized weight allowance due to the small size of the rooms. USA Service member Unaccompanied 25 percent of the full HHG weight allowance.

Unaccompanied Baggage • If assigned to furnished Government quarters, then unaccompanied baggage is limited to 10 percent of the full weight allowance. • If assigned to unfurnished Government quarters, then unaccompanied baggage is limited to 2,000 lbs. or the administrative weight limit, whichever is less. Of this baggage, up to 1,000 lbs. may be transported by commercial air, if required. A copy of the advance written authorization from the new PDS housing officer must be provided to the Transportation Officer before transporting the unaccompanied baggage. Note: If required to reside in Unaccompanied Personnel Housing, consider shipping less than the authorized weight allowance due to the small size of the rooms. USA civilian employee Any 4,500 lbs. of HHG. Unaccompanied Baggage Civilian employees and each dependent age 12 or Per Diem, Travel, and Transportation Allowance Committee Admin HHG Weight Locations older are authorized 350 lbs. of unaccompanied baggage and each child under age 12 is authorized 175 lbs. The combined weight of unaccompanied baggage is limited to a total of 2,000 lbs., regardless of the number of dependents. Note: If required to reside in Unaccompanied Personnel Housing or Family Housing, consider shipping less than the authorized weight allowance due to the small size of the rooms. All Service members and civilians assigned to the Defense Attaché Office Any If assigned to furnished post, then personnel are limited to 35 percent of full HHG weight allowance. If assigned to unfurnished post, then personnel are normally authorized full HHG allowance. If assigned to Special Shipment Allowance post (i.e., Afghanistan, Somalia, Sudan), then personnel must abide by Department of State (DoS) designated allowance. COCOM-sourced Senior Defense Official/Defense Attaché are normally authorized full HHG weight allowance, unless otherwise directed by source agency and/or post is identified as a Special Shipment Allowance post. Note: DoS determines Special Shipment Allowances for designated posts. Weight allowances are listed in the DoS periodic memorandum. All locations. Marine Corps Embassy Security Group (MCESG) Watch standers and Detachment Commanders Any 25 percent of the full HHG weight allowance or 2,500 lbs., whichever is greater. For missions supporting the Department of State, unaccompanied baggage is authorized to be transported to, from, and between diplomatic missions.

HHG are not authorized to the Marine Corps Embassy Security Group School in Quantico, Virginia. HHG and unaccompanied baggage are not authorized from the Marine Corps Embassy Security Group School to the first diplomatic mission assignments unless Quantico, VA was the Service member's permanent duty station when the orders to Marine Corps Embassy Security Group were received.

## **b. CONTAINER/CRATING REQUIREMENTS**

"No restrictions identified."

## **c. HARD LIFT AREA**

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

## **d. UNACCOMPANIED BAGGAGE**

DOD Arranged moves: (GBLOC: SHAK)AOR Jordan: Refer customers to their AO/Personnel department/ Uniformed Services/Consignment guide: for the Weight Limitations to confirm weight entitlement/restrictions. As ASG Jordan, is pending Administrative Weight limitations review.

Military Service and Weight allowances follow: Unaccompanied baggage only. SMs and DoD Civilians are not authorized to ship POVs or furniture. USA Service member Unaccompanied: Unaccompanied Baggage according to rank as follows: Enlisted: 500 lbs. Officers O1-O5: 600 lbs. O6- Above 1000 lbs. U.S. Air Force (USAF) Service member Unaccompanied 1,000 lbs. of HHG. USN Service member Unaccompanied 1,000 lbs. of HHG. USN Service member assigned to a USMC command based on an agreement between HHG NAVSUP and USMC I&L Unaccompanied 600 lbs. of unaccompanied baggage. Note: No other HHG shipments are authorized based on the limited size of the BOQ and BEQ and lack of storage. USMC Service member Unaccompanied 600 lbs. of unaccompanied baggage. Note: No other HHG shipments are authorized based on the limited size of the BOQ and BEQ and lack of storage. All civilian employees 350 lbs UB. a. UB shipments for DoD customers shall be assigned to Aman Jordan (Block 18), b. Do NOT ship via DPM.c. UB and HHG from CONUS to Jordan is Special Solicitation – UB Code 8, HHG Code 4 and shipments from OCONUS to Jordan will process as OTOs addressed to the customer or the customer's agent at the destination address or unit of assignment. (UB must be declared: "Used Personal Effects for Personal Use" on AWB and PPGBL. All inbound shipments are subject to a cursory inspection by Jordan Customs Officials. All carrier agents in CONUS must use the carrier that SDDC has for Jordan to avoid HHG/UB having to go through extensive clearing procedures at customs warehouse).DOS ARRANGED MOVES: (GBLOC: SQDK) Refer to Weight Restrictions in this guide.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

DOD Arranged moves: (GBLOC: SHAK)Mail copies of all documentation, to include customs forms, if applicable, inventory, original bill of lading and POV DD 788 to Military Assistance Program, Unit 70207, APO AE 09892-0207.Also send courtesy documents to ASG-Jordan, ITO:

POC: Jeffery LewiaJCT ASG Jordan, APO AE 09315, Telephone numbers: 318-820-6226Email Address: jeffrey.c.lewia.civ@army.milTMO: Eric.d.fletcher.ctr@army.milCustomer Service: Mahmoud.elsammak@vectrus.comShipment Support: Shadi.abu-tyfour@vectrus.comDOS ARRANGED MOVES: (GBLOC: SQDK)Employee required to be in country prior to the arrival of their shipmentPost require shipping documents in advance for clearance process send documents to (AmmanGSOShipping@state.gov)

## 3. CONSUMABLES

DOD Arranged moves: (GBLOC: SHAK)"Importation is PROHIBITED."DOS Arranged moves: (GBLOC: SQDK)"No restrictions identified."

### a. ALCOHOLIC BEVERAGES

DOD arranged moves: (GBLOC: SHAK)"Importation is PROHIBITED." DOS arranged moves: (GBLOC: SQDK)Shipments of alcohol require special and pre- approvals.

### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"Importation is PROHIBITED."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Prescriptions must accompany any medications containing controlled substances.

### 4. ELECTRICAL EQUIPMENT

"Importation is PROHIBITED."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

DOD arranged moves: : (GBLOC: SHAK)One TV, in UB shipment. DOS arranged moves: (GBLOC: SQDK)Refer to Weight Restrictions.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

DOD ARRANGED MOVES: (GBLOC: SHAK)Not authorized to ship due to limited weight allowances and quarters size. Furniture will be provided by the installation. DOS ARRANGED MOVES: (GBLOC: SQDK) Refer to Weight Restrictions.

### 6. PETS/QUARANTINE

DOD ARRANGED MOVES: (GBLOC: SHAK)"Importation is PROHIBITED." DOS ARRANGED MOVES: (GBLOC: SQDK)Refer to State Department for information.

### 7. PRIVATELY OWNED FIREARMS (POF)

DOD arranged moves: : (GBLOC: SHAK)"Importation is PROHIBITED."DOS arranged moves: (GBLOC: SQDK)Importation of firearms for any purpose requires prior written approval from the Ambassador. Generally, post policy prohibits the importation of firearms for personal use by U.S. government personnel.

### a. HAND GUNS

DOD arranged moves: (GBLOC: SHAK)“Importation is PROHIBITED.”DOD arranged moves: (GBLOC: SQDK)Importation of firearms for any purpose requires prior written approval from the Ambassador. Generally, post policy prohibits the importation of firearms for personal use by U.S. government personnel.

### b. RIFLES/SHOT GUNS

DOD arranged moves: (GBLOC: SHAK)“Importation is PROHIBITED.”DOS arranged moves: (GBLOC: SQDK)Importation of firearms for any purpose requires prior written approval from the Ambassador. Generally, post policy prohibits the importation of firearms for personal use by U.S. government personnel.

### c. TOY RELATED GUNS

DOD arranged moves: (GBLOC: SHAK)“Importation is PROHIBITED.”DOS arranged moves: (GBLOC: SQDK)Importation for any purpose requires prior written approval from the Ambassador. Generally, post policy prohibits the importation of firearms for personal use by U.S. government personnel.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

DOD arranged moves: (GBLOC: SHAK)“Importation is PROHIBITED.”DOS arranged moves: (GBLOC: SQDK)Importation purpose requires prior written approval from the Ambassador. Generally, post policy prohibits the importation of firearms for personal use by U.S. government personnel.

## 8. PRIVATELY OWNED VEHICLES (POVs)

DOD arranged moves: (GBLOC: SHAK)“Importation is PROHIBITED.” DOS arranged moves: : (GBLOC: SQDK)Employees may import a vehicle or purchase duty free locally. By Jordanian law, an automobile more than 5 years old must be re-exported when the employee departs from post. An exception to this rule permits an employee to sell such an automobile to another with a similar exemption (i.e., another diplomat). Diesel powered passenger vehicles, and right-hand drive vehicles cannot be registered. Tinted car glass that blocks 30% of sunrays is allowed, but only for side windows, not front and the rear windows.Motorcycles/Scooters and Second Car: The Government of Jordan (GOJ) authorizes the importation of one duty-free POV per employee. Shipment of Motorcycles or Scooters are not permitted for diplomats. Special purpose vehicles with diesel or gasoline engines (such as Gator utility vehicles, forklifts, etc.) require green light from post before shipping and special approvals.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

DOD arranged moves: (GBLOC: SHAK)“Importation is PROHIBITED.”DOS arranged moves: (GBLOC: SQDK)•American personnel on the Diplomatic List with spouses assigned to post may locally purchase or import a second vehicle duty-free at employee expense. •Administrative and Technical staff assigned to post are not allowed a second vehicle duty free. Duty assessments represent a high percentage of the original sale price e.g. duty on a 5 year-old sedan may be assessed at 100 percent of its original sale price.Diplomatic staff may not replace their



registered vehicle before three years of use. Admin and Technical staff may not replace their registered vehicle before five years of use. Using the vehicle outside of the country requires coordination and prior approval from the GSO Shipping Office.(2) Consign to General Services Officer, American Embassy, (Members Name), Amman, Jordan via port of Aqaba, Jordan PEI.

OFV shipments Siren system or any communication equipment must be removed before shipping and send separately by Pouch.

#### b. MOTOR CYCLES/MOPEDS

“Importation is PROHIBITED.”

#### c. GASOLINE/CATALYTIC CONVERTERS

DOD Arranged moves:: (GBLOC: SHAK) “Importation is PROHIBITED.” DOD Arranged moves: (GBLOC: SQDK) Unleaded gasoline is available in gas stations. Leave catalytic converter on vehicle

#### d. INSURANCE AND SAFETY REQUIREMENTS

“No restrictions identified.”

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“Importation is PROHIBITED.”

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“Importation is PROHIBITED.”

### 11. TRANSMITTING EQUIPMENT

DOD Arranged moves:: (GBLOC: SHAK) “Importation is PROHIBITED.” DOS Arranged moves: (GBLOC: SQDK) Radio communication equipment requires special and pre approvals.

#### a. CBS

DOD Arranged moves: (GBLOC: SHAK) “Importation is PROHIBITED.” DOS Arranged moves: (GBLOC: SQDK) Radio communication equipment requires special and pre approvals.

#### b. AMATEUR/HAM RADIOS

DOD Arranged moves: (GBLOC: SHAK) “Importation is PROHIBITED.” DOS Arranged moves: (GBLOC: SQDK) Radio communication equipment requires special and pre approvals.

#### c. MARS EQUIPMENT

DOD Arranged moves: (GBLOC: SHAK) “Importation is PROHIBITED.” DOS Arranged moves: (GBLOC: SQDK) Radio communication equipment requires special and pre approvals.

#### d. DISH ANTENNAS

DOD Arranged moves:: (GBLOC: SHAK)“Importation is PROHIBITED.”DOS Arranged moves: (GBLOC: SQDK)Radio communication equipment requires special and pre approvals.

#### e. CORDLESS PHONES

“Importation is PROHIBITED.”

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Jordan should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Jordan.

### 13. OTHER

DOD Arranged moves:: (GBLOC: SHAK)Prohibited-Counterfeit currencies, coins, stamps, or stocks; lottery tickets trademark/copyright violations.Prohibited-Machinery (chain saws, leaf blowers, snow blowers, edger, outboard engines containing fuel or that have contained fuel in stoves, lanterns, torches, or heating elements). Flammable liquid ink and printer cartridges.Prohibited-Excess blankets / watches etc. not more than (10 each).Prohibited- Note: Lithium batteries greater than >100 watt cannot be shipped. The customer will be responsible for storage or disposal of the battery.DOS Arranged moves: (GBLOC: SQDK)Post: Amman Bureau: NEALocal Agents:Salam LogisticsTel No: +962 6 5004008 / Ext. 7340Fax No: +962 6 5004441Email: wasfi.binnawi@naouri.com andsalam.packing@naouri.comPOC: Mr. Wasfi Albanawi /Assistant ManagerMobile: +962-79-5334117Amman-JordanJIRPACTel No. +962 6 5824463Fax No. +962 6 5825317E-mail: amers@jirpac.com and info@jirpac.comPOC. Mr. Amer Sawalha/Managing directorMobile No. +962-79-5523383 and +962-79-9075771Amman-JordanConsolidated Marketing & Logistics Corp. (CML)Tel No. +962 6 537 7772 Fax No. +962 6 537 7106Email: HHG@CML-JO.COM andmaysoon.kharroub@cml-jo.com andraja.khoury@cml-jo.com and nadine.khoury@cmljo.comPOC: Ms. Nadine Raja Khoury/President.Mobile:+962-79-5050105 and +962-79-95761133Amman-JordanEastern ServicesTel No. +962 6 462 17 75 Ext. 116Fax No. +962 6 464 28 64E-mail: suha.samandar@eastern.com.jo andleen.samandar@eastern.com.joPOC: Ms. Suha Samandar/Assistant generalmangerMobile: +962-79-5538030 and +962-79-6947379Amman-JordanLevant Express ServicesTel No. +962 6 4627042 /4610698Fax No. +962 6 4627042E-mail : info@levantexjo.comPOC: Mr. Raja El Issa/General ManagerMobile : 00962-79-5522890Amman-Jordan

## General Instructions: JUAN DE NOVA ISLAND (QU)

### 1. SHIPMENT INSTRUCTIONS

"Importation is PROHIBITED."

#### a. WEIGHT RESTRICTIONS

"Importation is PROHIBITED."

#### b. CONTAINER/CRATING REQUIREMENTS

"Importation is PROHIBITED."

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"Importation is PROHIBITED."

### 3. CONSUMABLES

"Importation is PROHIBITED."

#### a. ALCOHOLIC BEVERAGES

"Importation is PROHIBITED."

#### b. CIGARETTES/TOBACCO PRODUCTS

"Importation is PROHIBITED."

#### c. COSMETICS

"Importation is PROHIBITED."

#### d. FOOD STUFFS AND MEATS

"Importation is PROHIBITED."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"Importation is PROHIBITED."

### 4. ELECTRICAL EQUIPMENT

"Importation is PROHIBITED."

a. HOME COMPUTERS

"Importation is PROHIBITED."

b. TVs/VCRs

"Importation is PROHIBITED."

c. OTHER (i.e. COMPATIBILITY, ETC)

"Importation is PROHIBITED."

5. FURTNITURE, OVERSIZED

"Importation is PROHIBITED."

6. PETS/QUARANTINE

"Importation is PROHIBITED."

7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

a. HAND GUNS

"Importation is PROHIBITED."

b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

c. TOY RELATED GUNS

"Importation is PROHIBITED."

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

8. PRIVATELY OWNED VEHICLES (POVs)

"Importation is PROHIBITED."

a. POVs (includes data on prohibited vehicles, colors, etc.)

"Importation is PROHIBITED."

b. MOTOR CYCLES/MOPEDS

"Importation is PROHIBITED."

#### c. GASOLINE/CATALYTIC CONVERTERS

"Importation is PROHIBITED."

#### d. INSURANCE AND SAFETY REQUIREMENTS

"Importation is PROHIBITED."

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is PROHIBITED."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"Importation is PROHIBITED."

### 11. TRANSMITTING EQUIPMENT

"Importation is PROHIBITED."

#### a. CBS

"Importation is PROHIBITED."

#### b. AMATEUR/HAM RADIOS

"Importation is PROHIBITED."

#### c. MARS EQUIPMENT

"Importation is PROHIBITED."

#### d. DISH ANTENNAS

"Importation is PROHIBITED."

#### e. CORDLESS PHONES

"Importation is PROHIBITED."

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

"Importation is PROHIBITED."

### 13. OTHER

None.

## General Instructions: KAZAKHSTAN (KZ)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO, Germany)DOS arranged moves: GBLOC: QCDK, Kazakhstan.Department of State Consignment "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:AlmatyKevin Harris HarrisKJ2@state.govTel 7 727 2507612FSN Contact Information:Aizhan Nurlybayeva; Nurken K NurlybayevaA@state.gov;KaliN@state.gov+7 (727) 250-7612 # 6377;+7 Group Email:AlmatyShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments:"In accordance with the Joint Travel Regulations." DOS arranged moves: Contact DOS

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments:"In accordance with the Joint Travel Regulations." DOS arranged moves: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD and DOSJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Almaty, Astana, Nur-Sultan Kazakhstan as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"Importation is PROHIBITED."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURNITURE, OVERSIZED

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"Importation is PROHIBITED."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**



“No restrictions identified.”

a. CBS

“No restrictions identified.”

b. AMATEUR/HAM RADIOS

“No restrictions identified.”

c. MARS EQUIPMENT

“No restrictions identified.”

d. DISH ANTENNAS

“No restrictions identified.”

e. CORDLESS PHONES

“No restrictions identified.”

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

“No restrictions identified.”

## 13. OTHER

DOS arranged moves: GSO: Patrick Rumley rumleypv@state.gov FSN: Elina Bekboeva BekboevaEK@state.gov ITGBL Local Agents:Country: KazakhstanPost: Almaty Bureau: SCALocal Agents:EURASIA Service174 A Seyfullin Avenue, Office 20Almaty, KazakhstanPOC: Igor Vorobtsov, DirectorTel: 7 7272 341155Fax: 7 7272 943304Cell: 7 777 241 3222Email: eurasiatranskz@gmail.com\*\*Globalink Transportation and LogisticsWorldwide - Almaty52 Kabanbay Batyr Str.050010 Almaty, KazakhstanPOC: Asem DandybaevaTel: 7 3272 588880 x224Fax: 7 3272 581189Cell: 7 777 733 9958Email: a.dandybayeva@globalinkllc.comPost: Astana Bureau: SCALocal Agents:Move OneEmail: christopher.ma@moveoneinc.comMobile: +7 771 507 0573Skype: mo\_christopher.maChristopher Ma AdilAuzbekovCountry Manager - KazakhstanEmail: adil.azbekov@moveoneinc.comPhone: +7 771 300 7066Office: +7 727 313 0759Skype: mo\_adil.azbekovGlobalink LogisticsGroup Tel: +7727 2588880 ( Ext. 478)Mob.: +7 771 800 90 25Akmaral AbdrakhmanovaCoordinator, CTD Department, Almaty.ahamed@globalinkllc.coma.abdrakhmanova@globalinkllc.com010000, Astana, Kazakhstan12, Saryarka StreetTel : + 7 7172 58 08 97 (107)Mobile: + 7 7772982111Fax : + 7 7172 58 08 99web: www.globalinkllc.com1) Eurasia Service91/1 Kartaly str.010000 Astana, KazakhstanTel: +7 7172 490656Cell: +7 777 2413222Director - Mr. Igor VorobtsovRemovals supervisor - Ruslan Mingazov

## General Instructions: KENYA (KE)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) DOS arranged shipments: Contact (GBLOC: TMDK, DOS) Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Nairobi NairobiGSO CustomsAndShipping@state.gov 254 203 636 084 FSN Contact Information: Peter Mwaniki MwanikiPP@state.gov 254-20-363-656-9 Group email: NairobiGSO CustomsAndShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

Kenya is a hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

A message indicating member's name, pickup date, pieces/weight/cube, PPGBL number, name of carrier, routing, airway bill number, estimated time of departure and ETA should be forwarded to American Embassy, Nairobi, Kenya as soon as possible.

### 3. CONSUMABLES

DOD and DOSFor: Kisumu, KenyaJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Addis Ababa, Ethiopia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Limited to one liter.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

## 5. FURTNITURE, OVERSIZED

"No restrictions identified."

## 6. PETS/QUARANTINE

Pets must be accompanied by a health certificate certifying the animal is free from contagious or infectious diseases. Certificate cannot be dated more than 5 days prior to departure from the US. Also, the animal must be accompanied by a certificate of rabies vaccination listing the type, manufacture and batch number of the vaccine, the age of the animal at the time of vaccination and the date of vaccination.

## 7. PRIVATELY OWNED FIREARMS (POF)

a. No one is permitted to import personal weapons and ammunition without the specific written approval of the Ambassador. Once this approval has been received, it will be the responsibility of the employee to make advance application to import firearms and ammunition to the Central Firearms Bureau, PO Box 30263, Nairobi, Kenya. b. Since May 19, 1977, there has been a complete ban on hunting, except some bird hunting, in Kenya. No new firearm certificates for rifles or shotguns will be issued. No permits will be issued to authorize importing toy guns of any description. There is skeet/trap shooting, pistol shooting and rifle shooting with competitive matches through the Nairobi Rifle Club. All inquires regarding importation or licensing of any firearm for exceptional reasons should be addressed, after obtaining the Ambassador's approval, to: Chief, Licensing Office, Central Firearms Bureau, PO Box 30263, Nairobi.

### a. HAND GUNS

Since May 19, 1977, there has been a complete ban on hunting, except some bird hunting, in Kenya. No new firearm certificates for rifles or shotguns will be issued. No permits will be issued to authorize importing toy guns of any description. There is skeet/trap shooting, pistol shooting and rifle shooting with competitive matches through the Nairobi Rifle Club. All inquires regarding importation or licensing of any firearm for exceptional reasons should be addressed, after obtaining the Ambassador's approval, to: Chief, Licensing Office, Central Firearms Bureau, PO Box 30263, Nairobi. CH March 1, 2012

### b. RIFLES/SHOT GUNS

Since May 19, 1977, there has been a complete ban on hunting, except some bird hunting, in Kenya. No new firearm certificates for rifles or shotguns will be issued. No permits will be issued to authorize importing toy guns of any description. There is skeet/trap shooting, pistol shooting and rifle shooting with competitive matches through the Nairobi Rifle Club. All inquires regarding importation or licensing of any firearm for exceptional reasons should be addressed, after obtaining the Ambassador's approval, to: Chief, Licensing Office, Central Firearms Bureau, PO Box 30263, Nairobi. CH March 1, 2012

### c. TOY RELATED GUNS

Importation is PROHIBITED.”

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No one is permitted to import personal weapons and ammunition without the specific written approval of the Ambassador. Once this approval has been received, it will be the responsibility of the employee to make advance application to import firearms and ammunition to the Central Firearms Bureau, PO Box 30263, Nairobi, Kenya. CH March 1, 2012

### 8. PRIVATELY OWNED VEHICLES (POVs)

“No restrictions identified.”

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

1. Shipment of U.S. model vehicles to Kenya is not authorized. The Kenyan Government does not allow the importation of left hand drive vehicles. 2. Right hand drive vehicles that are more than eight years old from the year of manufacture are not allowed for importation. 3. All used right hand drive vehicles imported into Kenya shall be inspected for road worthiness, safety and other requirements.

#### b. MOTOR CYCLES/MOPEDS

Motorcycles/mopeds cannot be imported in personal property shipments. They must be shipped as POVs.

#### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gasoline is not available in Kenya, and local mechanics are not familiar with removing catalytic converters, removal should be done before POV is shipped.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Liability insurance must be purchased locally at a rate of about 80.00 dollars per year. Additional Liability insurance and collision/comprehensive insurance can be purchased locally or from the US at varying rates.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“No restrictions identified.”

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“No restrictions identified.”

### 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

#### a. CBS

Advanced permission must be obtained from Government of Kenya prior to import.

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

Advanced permission must be obtained from Government of Kenya prior to import.

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation, or relocating dependents to Kenya should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Kenya.

**13. OTHER**

GSO: Clinton T Walls wallsct@state.gov DOS Arranged ITBL Local Agents:KenyaPost:  
Nairobi Bureau: AFLocal Agents:Continental Logistics Network LtdNachu Plaza, 9th  
FloorKiambere Road, Upper HillCell: 0720 855138, 0733 785573Mobile: 0712  
706950Email: accounts@cln.co.kewww.cln.co.keContact Person: Pauline  
Gakii,pauline.gakii@cln.co.keAGS FrasersPOC: Gil Recizac+254 20 2107073+254 77  
0513186manager-kenya@agsmovers.comMEBS Global Reach LimitedMMID Building, Unit  
3B, Westlands Road,Westlands, NairobiP. O. Box 13768 – 00800 NairobiTel: +254-20-  
3748847POC: Eric Ducroix, Director, East Africa OperationsCell: +254-786-238-228Email:  
educroix@mebs-global.com

## General Instructions: KINGMAN REEF (XM)

### 1. SHIPMENT INSTRUCTIONS

"Importation is PROHIBITED."

#### a. WEIGHT RESTRICTIONS

"Importation is PROHIBITED."

#### b. CONTAINER/CRATING REQUIREMENTS

"Importation is PROHIBITED."

#### c. HARD LIFT AREA

"Importation is PROHIBITED."

#### d. UNACCOMPANIED BAGGAGE

"Importation is PROHIBITED."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"Importation is PROHIBITED."

### 3. CONSUMABLES

"Importation is PROHIBITED."

#### a. ALCOHOLIC BEVERAGES

"Importation is PROHIBITED."

#### b. CIGARETTES/TOBACCO PRODUCTS

"Importation is PROHIBITED."

#### c. COSMETICS

"Importation is PROHIBITED."

#### d. FOOD STUFFS AND MEATS

"Importation is PROHIBITED."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"Importation is PROHIBITED."

### 4. ELECTRICAL EQUIPMENT

"Importation is PROHIBITED."

a. HOME COMPUTERS

"Importation is PROHIBITED."

b. TVs/VCRs

"Importation is PROHIBITED."

c. OTHER (i.e. COMPATIBILITY, ETC)

"Importation is PROHIBITED."

5. FURTNITURE, OVERSIZED

"Importation is PROHIBITED."

6. PETS/QUARANTINE

"Importation is PROHIBITED."

7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

a. HAND GUNS

"Importation is PROHIBITED."

b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

c. TOY RELATED GUNS

"Importation is PROHIBITED."

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

8. PRIVATELY OWNED VEHICLES (POVs)

"Importation is PROHIBITED."

a. POVs (includes data on prohibited vehicles, colors, etc.)

"Importation is PROHIBITED."

b. MOTOR CYCLES/MOPEDS

"Importation is PROHIBITED."



**c. GASOLINE/CATALYTIC CONVERTERS**

"Importation is PROHIBITED."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"Importation is PROHIBITED."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"Importation is PROHIBITED."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"Importation is PROHIBITED."

**11. TRANSMITTING EQUIPMENT**

"Importation is PROHIBITED."

**a. CBS**

"Importation is PROHIBITED."

**b. AMATEUR/HAM RADIOS**

"Importation is PROHIBITED."

**c. MARS EQUIPMENT**

"Importation is PROHIBITED."

**d. DISH ANTENNAS**

"Importation is PROHIBITED."

**e. CORDLESS PHONES**

"Importation is PROHIBITED."

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

"Importation is PROHIBITED."

**13. OTHER**

None.

## General Instructions: KIRIBATI (KI)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

# General Instructions: KOREA, DEMOCRATIC PEOPLES REPUBLIC OF (KP)

## 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

### a. WEIGHT RESTRICTIONS

No restrictions identified.

### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

### c. HARD LIFT AREA

No restrictions identified.

### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

## 3. CONSUMABLES

No restrictions identified.

### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.



d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: KOREA, REPUBLIC OF (KR)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

OTHER Prior to reporting to Korea and/or applying for a shipment of household goods (HHG), all USFK inbound personnel must contact their gaining commands` servicing housing office to determine if their HHG will fit into assigned Government or privatized quarters and unaccompanied personnel housing (UPH). Excess HHG that cannot be stored in the quarters or UPH are the member`s/employee`s responsibility. Commercial storage facilities are unavailable. The member/employee incurs all costs to ship the excess HHG back to CONUS for storage.

#### a. WEIGHT RESTRICTIONS

(CH 24-May-2019 TCJ4-HB RB) Prior to reporting to Korea or applying for a shipment of HHG, all inbound USFK personnel must contact their gaining command`s housing office to determine if their HHG will fit into assigned Government or privatized quarters and unaccompanied personnel housing (UPH). Excess HHG that cannot be stored in quarters or UPH are a customer`s responsibility. Commercial storage facilities are unavailable. Customers incur ALL costs to ship the HHG back to CONUS for storage. The weight of UB is part of the HHG weight allowance.

1. US ARMY Military Service Members: (Does not include Chinhae, Osan, and Detachment 452 Wonju).
- a. ACCOMPANIED COMMAND-SPONSORED TOUR (ACST). HHG: Administrative Weight Allowance (AWA). Authorized an AWA of 50 percent of the Joint Travel Regulations (JTR) weight allowance. JTR, par. 5200-B (see JTR, par. 3110-A2). ACST members assigned to Chinhae and Osan are authorized full JTR weight allowance. Applicable APOs FPOs are: Osan APO 96278, APO 96275; Chinhae FPO 96269.
- b. Unaccompanied baggage weight is part of the administrative weight limitation and cannot exceed 2,000 lbs. The weight of unaccompanied baggage on commercial air cannot exceed 1,000 lbs., which is included in the 2,000 lbs. maximum. (CH USTC Pacific J9, 01JUL24, TF) Note: If required to reside in family housing, consider shipping less than the

authorized weight allowance due to the small size of the rooms. (CH USTC Pacific J9, 01JUL24, TF)

c. UNACCOMPANIED TOUR. HHG: Auth AWA of 2,500 pounds (net) or 25% (net) of the JTR weight allowance, par. 5200-B, whichever is greater.d. Unaccompanied Baggage: (1) If assigned to furnished Government quarters, then unaccompanied baggage is limited to 10 percent of the full HHG weight allowance. (CH USTC Pacific J9, 01JUL24, TF) (2) If assigned to unfurnished Government quarters, then unaccompanied baggage is limited to 2,000 lbs. Of this baggage, up to 1,000 lbs. may be transported by commercial air, if required. The unaccompanied baggage is part of the 25 percent HHG weight allowance. A copy of the advance written authorization from the new PDS housing officer must be provided to the Transportation Officer before transporting the unaccompanied baggage. (CH USTC Pacific J9, 01JUL24, TF) (3) Note: If required to reside in Unaccompanied Personnel Housing or family housing, consider shipping less than the authorized weight allowance due to the small size of the rooms. (CH USTC Pacific J9, 01JUL24, TF) e. GOVERNMENT (GVT) FURNISHING UNAVAILABLE, JTR, par. 5202-E2. Obtain validation from the Housing Office that an item of Government furnishings ordinarily provided at a new permanent duty station is unavailable. The transportation office will submit the request to Army G-4 for approval to increase the AWA in an amount equal to the weight of the personally owned substitute furnishings.f. AWA INCREASE, JTR, par. 5202-E3. Submit requests for AWA increases for shipments to or from ROK to HQ DA G-4. g. Army customers assigned to another Service installation are authorized the same weight entitlement as the personnel assigned to the host installation. Example: An Army customer assigned to Osan AB, Korea, is authorized the same weight allowance as the Air Force personnel - full JTR weight allowance.h. Mujuk, Korea: U.S. Army and U.S. Marine Corps Service Members assigned to Mujuk Korea are authorized an administratively reduced allowance of 600 lbs. of unaccompanied baggage. (CH USTC Pacific J9, 01JUL24, TF) 2. ARMY Civilian Employees. The authorized weight allowance is in the orders and may not exceed 18,000 pounds.3. NAVY Personnel, either accompanied or unaccompanied, except Chinhae, will check with their transportation office for HHG shipping entitlements.a. Chinhae, Korea: 25 percent of full JTR weight allowance or 2,500 lbs., whichever is greater. b. NOTE: A weight restriction will not apply unless it appears in the members orders. Refer to NAVSUP Pub 490 for detailed guidance.4. AIR FORCE Members.a. UNACCOMPANIED TOUR: Administrative Weight Allowance.(1) HHG. Authorized an administrative weight allowance of 500 lbs. (E-1 through E-9), 600 lbs. (O1 through O5), 800 lbs. (O6), and 1,000 lbs. (O7 through O10). Per the AFI24-501, Attachment 4, Table A4.1, Note 1. "Single and unaccompanied members assigned to duty stations outside the CONUS have two options. They may ship the normal UB allowance by air or 10 percent of their full JTR weight allowances by surface (700 lbs. for E-1 through E-4). The surface option is also authorized for the member of a military couple not authorized to ship a HHG weight allowance. When the member elects the surface option, the shipment may include HHG. Split shipments (part by air, part by surface) are not authorized."(2) Unaccompanied: Airman (AMN) assigned to Detachment 452, Wonju, Republic of Korea, are authorized full JTR weight allowance per the AFI24-501, Attachment 3, Table A3.1. Government quarters and furniture are not available, so ensure authority is included in PCS orders.b. ACCOMPANIED COMMAND-SPONSORED TOUR (ACST). (1) Air Force members assigned to a Command Sponsored tour at Osan AB or Detachment 452 (Wonju), Korea are authorized to ship full JTR weight entitlement.(2) NOTE: Prior to reporting to Osan AB or Detachment 452 (Wonju), Korea and or applying for a shipment of HHG, all USAF personnel must contact the gaining command's housing office to determine if their HHG will fit into quarters and Unaccompanied Personnel Housing (UPH). c. US AIR FORCE CIVILIAN EMPLOYEES: The authorized weight allowance is in the orders and may not exceed 18,000 lbs.

## b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

## c. HARD LIFT AREA

No Restrictions Identified.

## d. UNACCOMPANIED BAGGAGE

Do not use DPM commercial air to ship UB to the Republic of Korea (ROK). Excessive delays are experienced during custom clearance procedures.

1. ARMY Military Members: a. ACCOMPANIED COMMAND-SPONSORED TOUR (ACST). -UB. The maximum weight of UB is 2,000 pounds (net) excluding weight of professional books, papers and equipment (PBPE) if transported with UB. UB shipments via expedited mode (commercial air), maximum of 1,000 pounds (net), including PBPE is authorized (see JTR, par. 5210-B). UB weight is part of the members authorized HHG weight allowance (see JTR, par. 5172-H and JTR, par. 3110-A2). If both spouses are members and are assigned to the same OCONUS area at which they jointly occupy quarters each is authorized UB, PBPE and required medical equipment (see JTR, pars. 5268, 5270, 5192 and Appendix A, definition of UB and PBPE). b. UNACCOMPANIED TOUR. UB:

Unaccompanied active duty members NORMALLY assigned to furnished GOVT QTRS, UB is authorized NTE 10% of the JTR weight allowance (or the AWA limit shown in the JTR, whichever is less). Unaccompanied members NOT NORMALLY assigned to furnished UPH are authorized UB NTE 2,000 pounds (or the AWA limit shown in the JTR, whichever is less) All max weights exclude the weight of PBPE if transported with UB. UB shipments via expedited mode (commercial air), maximum of 1,000 pounds (net), including PBPE is authorized (see JTR, par. 5210-B). UB weight is part of the members authorized HHG weight allowance (see JTR, par. 5172-H and JTR, par. 3110-A2). Soldiers required to reside in UPH should consider shipping less than their authorized weight allowance due to the small room sizes. The remaining HHG should be stored in NTS at origin. See pictures of the size of UPH at <https://onestop.army.mil>. 2. ARMY Civilian Employees. The weight of UB is part of the HHG weight allowance.-----ACCOMPANIED CIVILIANS are authorized UB NTE 350 pounds net weight for each adult and dependent age 12 or older, and 175 pounds net weight for each child under age 12 (JTR, par. 5656-B2) except when air transportation of UB is used, JTR, par. 5656-B4 or JTR, par. 7065-I applies. The UB total transported by air (or any expedited mode) must not exceed 1,000 lbs. net weight. Air transportation is not authorized when an employee performs RAT, except when the additional tour of duty is served at a PDS in another OCONUS area and as authorized in JTR, pars. 7065-I and 7065-J.-----UNACCOMPANIED CIVILIANS are only authorized 350 pounds UB net weight.3. AIR FORCE Military Members. a. ACCOMPANIED TOUR: Administrative Weight Allowance (CH 12-Nov-2019 TCJ9-PAC RB). UB. The max weight of UB is 2,000 lbs (net) excluding the weight of PBPE if transported with UB. UB shipments via expedited mode (commercial air), maximum of 1,000 pounds (net), including PBPE is authorized (see JTR, par. 5210-B). UB weight is part of the members authorized HHG weight allowance (see JTR, par. 5172-H and JTR, par. 3110-A2). b. US AIR FORCE CIVILIAN EMPLOYEES: The authorized weight allowance is in the orders and may not exceed 18,000 pounds. The weight of UB is part of the HHG weight allowance.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

ROK customs information: a. Authorized personnel may import goods duty-free if, at the time of importation, they are employed as members of the civilian component, invited contractors, technical representatives of other authorized United States Forces Korea (USFK) supported organizations or activities. POV importation will also be in compliance with paragraph 8a(1), below. Additionally, personnel not authorized duty-free importation, may import goods and pay Korean customs duty only if they receive authorization from their Embassy certifying they will remain in Korea for a period of at least 24 months. b. Reasonable Quantity: Personal property shipments by PCS or other personnel authorized duty-free importation must be 'reasonable'. 'Reasonable' is defined as personal effects and household goods of a type and quantity which would ordinarily be purchased in the US for the private use of the member and authorized dependents. Quantities may be increased based on family size, professional/personal interest (such as cameras), or as requested by the importer and certified by the commander/supervisor and approved by the USFK Customs Officer, prior to clearance for importation. c. Unreasonable Quantities: Shipments of unreasonable quantities of new or like-new HHG and high-value items (e.g. VCRs, Stereos, TVs, cosmetics, vitamins, golf clubs, appliances, etc.) may be construed to be not for personal use. ROK customs laws are strictly enforced. Violations may result in delay of shipments, levying of ROK customs fines, seizure of property and/or prosecution. Additionally, your duty-free import privilege is good only for 6 months after the date you arrive to serve with USFK, or the date your authorized dependents arrive for reunion with you, WHICHEVER IS LATER. Shipments arriving after this 6 month period are subject to Duties/Taxes (most products, 8% Customs Duties and 10% Value Added Tax), or the shipment must be returned to the sender, or shipped out of Korea, abandoned, or sold at public auction. After the 6 month period has expired, you may only import items Duty Free through APO channels, not through international mail channels. (CH 07-Nov-2019 TCJ9-PAC RB)

### 3. CONSUMABLES

OTHER: Shipments of unreasonable quantities of vitamins, etc., may be construed to be not for personal use. Refer to para 2c above.

#### a. ALCOHOLIC BEVERAGES

Reference Korean Customs Law: Importation limited to 2 (two) bottles of liquor not to exceed 2 (two) liters with a total commercial value of \$400 or lower. (CH USTC Pacific J9, 21JUN23, TF).

#### b. CIGARETTES/TOBACCO PRODUCTS

Ref USFK Reg 190-41, Para 2-3, 4 (4) (b): Importation limit not to exceed 200 cigarettes, 50 cigars or a 'small quantity' of bulk tobacco. (CH 07-Nov-2019 TCJ9-PAC RB)

#### c. COSMETICS

Shipments of unreasonable quantities of cosmetics, etc., may be construed to be not for personal use. Refer to para 2c above.

#### d. FOOD STUFFS AND MEATS

You may not import fresh fruit, vegetables or meats without the permission of the Ministry of Agriculture.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Ref Article 3-7, Travelers and Crew Members Customs Clearance Regulations Importation of narcotics and aphrodisiacs (such as deer horn, Chinese medicine, or cannabis-based products/medical marijuana etc.) are prohibited. Prescription medication found during examination/inspection will be checked to ensure the name matches the individual carrying/shipping the medication and checking the expiration date. (Medication amount by prescribed usage equals the expiration date). Illicit drugs such as cocaine, hashish, steroids, etc. are prohibited Cannabis-based products are illegal in Korea and a violation of the ROK Narcotic Control Act and Korea Customs Laws. (CH 07-Nov-2019 TCJ9-PAC RB)

#### 4. ELECTRICAL EQUIPMENT

--UNMANNED AERIAL VEHICLES (DRONES)--South Korea has restrictions, regulations, and registration requirements to fly drones, which vary based on the location of intended flight. For more information (in Korean only), please visit: <http://www.molit.go.kr/USR/policyTarget/dtl.jsp?idx>

##### a. HOME COMPUTERS

No restrictions identified.

##### b. TVs/VCRs

Shipments of unreasonable quantities of VCRs/TVs, etc., may be construed to be not for personal use. Refer to para 2c above.

##### c. OTHER (i.e. COMPATIBILITY, ETC)

Shipments of unreasonable quantities of appliances/stereos, etc., may be construed to be not for personal use. Refer to para 2c above.

#### 5. FURTNITURE, OVERSIZED

No restrictions identified.

#### 6. PETS/QUARANTINE

Customs clearance is required upon entry into Korea. Service members must present travel orders and pet documentation to request the SOFA import tax waiver.(CH USTC Pacific J9, 22MAY24, TF)

PET TRAVEL: 1. Recommend advance confirmation with the assigned installation Housing office regarding local pet restrictions on and off-base residential areas. CONFIRM HOUSING OPTIONS BEFORE TRANSPORTING PETS. 2. Availability of on-post veterinary care may be limited due to military operational requirements and local capacity to treat certain conditions. Emergency and after-hours veterinary care for privately owned animals is not available at military Veterinary Treatment Facilities. Please be prepared to pursue host nation veterinary care if necessary. 3. The PATRIOT EXPRESS (PE), military contract flight, is the authorized means of travel for travelers on official duty orders to and from the Republic of Korea (ROK). Personnel traveling to and from the ROK on the PE are authorized to travel with their pets (dogs and cats). Whenever the PE pet-travel capacity is reached, military installation travel offices will schedule service member's travel on a pet-friendly commercial flight via the Incheon International Airport. Pet owners traveling on commercial



flights are responsible for booking pet travel directly with the airline. 4. \*\*\*PLEASE NOTE: Pet spaces on the PE flights are limited. Due to increasing commercial airline restrictions impacting pet travel, many families are running into trouble getting their pet OUT of Korea. The cost to ship your pet using a commercial pet shipping service, depending on the destination and size of the animal, can exceed \$15,000. Before deciding to bring your pet, please do your research and decide if the risk of high exportation costs is worth it. Abandoning your animal in Korea is punishable via UCMJ IAW USFK 40-5. 5. Reimbursement for relocating one household pet (cat or dog) to Soldier's next permanent duty station is authorized, up to a maximum of \$2,000. This covers mandatory microchipping, quarantine, boarding, hotel service charges, licensing fees at the new location, and testing titer levels for entry. If the member flies or the pet is shipped separately, pet shipping fees are also covered. Government transportation must be used for transoceanic travel if available. It is the Soldier's or owner's responsibility to comply with the destination country's import/export regulations. Failure to do so may affect reimbursement eligibility. For specific reimbursement limits, refer to the JTR 050107. Pet travel arrangements, to include pet transport from the military or commercial arrival Port to the assigned installation, are the responsibility of the pet owner. Pet containers 18"L x 12"W x 8 1/2"H or smaller may use free service buses. Travelers with larger containers must arrange for alternate transportation. QUARANTINE: 1. For the most current information on PCSing with pets, visit: <https://8tharmy.korea.army.mil/site/newcomers/traveling-pets.asp>. 2. For ROK pet importation requirements visit the ROK Animal and Plant Quarantine Agency (APQA) website at: <https://www.qia.go.kr/english/html/indexqiaEngNoticeWebAction.do?clear=1> and, for information specific to pet dogs and cats, [https://www.qia.go.kr/english/html/Animal\\_livestock/02AnimalLivestock\\_007-8.jsp](https://www.qia.go.kr/english/html/Animal_livestock/02AnimalLivestock_007-8.jsp) 3. Reference UNC/USFK Regulation 190-41, Chapter 2, para 2-1, f. (11): The following documents are required for import of pets to the Republic of Korea: (a) ORIGINAL SIGNED COPY of a health certificate issued by a veterinarian within 10 days of arrival to the Republic of Korea, and endorsed by a USDA APHIS official veterinarian, US Army Veterinary Corps Officer, US Army Veterinary Medical Officer, or equivalent host nation official veterinarian. The health certificate MUST list the animal's microchip number and rabies vaccination details. (b) ORIGINAL SIGNED COPY of a rabies certificate issued by a veterinarian showing that vaccination is current (administered within the past 1 – 3 years, based on vaccine labeling) and was administered at least 30 days prior to arrival. (Not required for pets less than 90 days old.) (c) ORIGINAL SIGNED COPY of rabies neutralizing antibody (FAVN) test results reflecting a result >0.5 IU/mL. (Not required for pets less than 90 days old.) (d) ORIGINAL copies of all required documents MUST be presented upon the animal's arrival to Korea (owners are encouraged to make multiple copies). Failure to comply with all pet importation requirement may result in the pet being returned to the point of origin at the owner's expense. 4. Pets not in compliance with importation requirements that are not returned to their origin point will be placed in quarantine at the port of arrival. Quarantined animals will be housed at a ROK approved Quarantine Facility at the owner's expense until compliance is met. Quarantine release is at the discretion of ROK quarantine officials, and is dependent on resolution of deficiencies.

## 7. PRIVATELY OWNED FIREARMS (POF)

Ref USFK 190-41, USFK 190-16 and ROK Law: Korea has extremely restrictive POF and weapons laws that differ significantly from the United States. No recreational use, home defense or collecting POF or weapons is authorized and/or is exceptionally difficult to obtain the proper authorizations through the Korean Government. Although authorized, USFK HIGHLY RECOMMENDS DOD personnel NOT bring any firearms to Korea. If weapons are shipped they MUST be authorized on

official orders, declared upon shipment and in reasonable quantities, (i.e.-a number/type normally found in the home for private use by the owner and/or dependents). Unauthorized POFs or weapons not on official orders will be confiscated and may be destroyed within 30 days of confiscation. It is the RESPONSIBILITY of the owner to coordinate with the gaining unit for storage of weapon(s) prior to arriving or shipping POF(s) or weapons. Importation of AMMUNITION IS NOT AUTHORIZED.(CH 07-Nov-2019 TCJ9-PAC RB) The 51st Fighter Wing Commander, Osan AB has imposed a ban on shipping Privately Owned Firearms (POF), due to the limitation of proper storage facilities. POFs include, but are not limited to: handguns, rifles and shotguns that can be readily used for hunting, by driving a projectile through a barrel. Members are expected to comply with this policy or face the possibility of the POF being destroyed.WEAPONS PROHIBITED FOR IMPORT INTO ROK- Fully automatic firearms.- A shotgun with the barrel length less than 18" length.- A weapon made from a shotgun (for example, by modification) having an overall length less than 26" or a barrel less than 18" length.- A rifle having a barrel less than 16" length.- A weapon made from a rifle (for example, by modification) having an overall length less than 26" or a barrel less than 16" length.- Any type of BB guns, pellet gun, or slingshot.- Other weapons, except a pistol or revolver, from which a shot is discharged by an explosive if the weapon is capable of being concealed on the person.- A noise suppresser for any weapon.- A Molotov cocktail or any gasoline or other flammable or combustible substance in a glass container or other breakable container configured with a fuse-type device.- A straight razor, a knife with a razor blade, a switchblade knife, a t-handle push knife, a hooked blade knife(carpet-type knife), a box knife, a butterfly knife with hinged handle sections that collapse around the blade, or any knife, sword or dagger with a 4" or longer blade.EXCEPTIONS:Ref USFK 190-41/USFK 190-16: (1) Kitchen knife with a 4-inch or longer blade may be acquired, owned, possessed, and transported when used exclusively for cooking, and eating activities. (2) A sheathed knife with a 4-inch or longer blade if required to perform military duties and carried or worn immediately to or from work. Which requires to be in military orders. (3) Ceremonial/decorative knives, swords, and daggers, regardless of size, may be acquired, owned, possessed, and displayed in home, office, or at official functions, but will not be carried or possessed in public places except to transport them to and from home, office, or an official function. (4) A straight razor, when used for shaving only.Note: CUSTOMERS ARE RESPONSIBLE to provide certification from the gaining commander to USFK Customs of intended use and storage for all exceptions.(CH 07-Nov-2019 TCJ9-PAC RB)

#### a. HAND GUNS

Ref USFK Reg 190-41 and USFK Reg 190-16: Although authorized, USFK HIGHLY RECOMMENDS DOD personnel NOT bring any firearms to Korea. If weapons are shipped they MUST be authorized on official orders, declared upon shipment and in reasonable quantities, (i.e.-a number/type normally found in the home for private use by the owner/and or his/her dependents) and with no ammunition. When arriving at the Korean POD, weapons may be seized whether or not the weapon(s) is authorized on official orders. Unauthorized, or weapons not on official orders, will be confiscated and may be destroyed within 30 days of confiscation. All firearms and other weapons, to include any weapon which fires/ejects projectiles of any kind by means of an explosive force (except for children's toys that eject a plastic projectile) will be stored in a unit arms room. No weapons will be stored in government or private housing, on or off post. It is the RESPONSIBILITY of the owner to coordinate with the gaining unit for storage of weapon(s). Weapons will be registered within 3 working days of receipt within assigned area. Military personnel on leave and US civilians on leave to Korea have no Status of Force Agreement (SOFA) rights to import weapons. All customers MUST comply with ROK domestic law (i.e.-obtain import permits through a Korean Embassy/Consulate or the Korean Government prior to importation).



Under NO CIRCUMSTANCES may a weapon be sold or given to a Korean National. SEVERE criminal penalties will be imposed by the Korean government for any personnel who violate this law. Any weapons, once imported, will be registered/stored as outlined above.(CH 07-Nov-2019 TCJ9-PAC RB)GOVERNMENT-OWNED FIREARMS (GoFs) GoFs are authorized import in a HHG or UB shipment as long as the Make, Model, Caliber, and Serial Number is listed on the CUSTOMERS ORDERS as well as the HHG OR UB SHIPMENT INVENTORY.(CH 15-OCT-2018 TCJ4-HB-PAC RB).

#### b. RIFLES/SHOT GUNS

Please see above paragraph relating to Hand Guns as the same rules apply to Rifles/Shot Guns.(CH 07-Nov-2019 TCJ9-PAC RB)

#### c. TOY RELATED GUNS

No restrictions Identified.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

(CH 07-Nov-2019 TCJ9-PAC RB) Entire paragraph updated Ref USFK 190-41 and USFK 190-16: Ammunition and explosives of any kind are PROHIBITED. "Ammunition" is defined as cartridge cases, primers, bullets, or propellant charges in assembled form designed to be fired from any weapon. "Explosive" is defined as a substance which is incendiary in nature or can be made to explode, able or likely to shatter violently or burst apart when provided by a stimulus such as ignition, shock, or combustion. Explosive items include, but are not limited, to: Molotov cocktails, fireworks, detonators, fuses, black powder, grenades, ignitors etc.OTHER PROHIBITED WEAPON is defined as anything designed or used for inflicting bodily harm or physical damage and includes, but are not limited to:---Archery Weapons (includes crossbows, blowguns, spear guns), ---TAZERS type stun devices that produce an electric shock to incapacitate, --- Straight razors, ---A knife with a razor blade, ---A switchblade knife, ---A T-handle push knife,

---A hooked blade knife (carpet-type knife), ---A box knife, ---A 'butterfly' knife with hinged handle sections that collapse around the blade, ---A knife, sword or dagger with a 4-inch or longer blade, ---Club-type hand weapon (blackjack), ---Brass knuckles and gloves or bracelets studded with hard or sharp metal objects, ---A shooting pen (fountain pen or automatic pencil-style pen capable of discharging tear gas or similar substances) or any weapon capable of discharging any chemical agent,---A shooting weapon or blade that can collapse, be telescoped, or shortened, or that is stripped beyond the normal extent required for hunting or sporting or is concealed in other devices (for example, walking sticks, umbrellas, tubes, and others), ---Kung Fu or Chinese fighting stick(s) or nunchakus or similarly constructed items, ---Metal Chinese throwing stars or similarly constructed item having multiple sharpened appendages, ---Slingshot, Blackjack Sap, Saber, Sword, Spear, or Machete. All Category A weapons are PROHIBITED from being stored in Government or Private housing, On- OR Off-Post. It is recommended customers store their archery weapons in Non-Temporary Storage (NTS) at origin.

### 8. PRIVATELY OWNED VEHICLES (POVs)

(CH Entire Section 24-May-2019 TCJ4-HB RB)1. For shipment authorizations by Branch of Service and restrictions, see applicable paragraphs below. a. ARMY ACTIVE DUTY MEMBERS: (1) Unaccompanied Tour. Shipment of a POV is NOT AUTHORIZED....REGARDLESS OF RANK, TOUR LENGTH, and regardless whether the POV IS A MOTORCYCLE (shipped as a POV or in

a HHG shipment). Per 8th Army G1, Korea, POV shipment authorization to or from ROK is directly tied to whether or not Army personnel has command sponsorship, and is not tied to the length of tour. (2) Accompanied COMMAND-SPONSORED TOUR: Shipment of ONE POV is authorized. (3) Extended Tour (i.e.-Assignment Incentive Pay). Shipment of a POV is NOT AUTHORIZED. (4) Storage. Storage of ONE POV is authorized when a member IS NOT authorized to ship a POV. (5) Joint Domicile Couples: Shipment of ONE POV authorized for the Soldier Service Member whose orders state joint domicile, accompanied command sponsored tour, and have civilian dependents accompanying the Soldier Service Member to ROK. The other Soldier Service member is authorized storage of ONE POV in CONUS. If neither of the Joint Domicile Couple has civilian dependents accompanying them to ROK, then NO POV shipment is authorized to ROK for either Soldier Service Member, and POV storage in CONUS is authorized, per determination by 8th Army ISL 23-Jun-2016. (6) Per JTR, Par. 5380-B4, Customers who stored their POV at Government expense in CONUS, then receive Command Sponsorship approval while in ROK, are NOT authorized to ship their stored POV to ROK. (7) Army Civilian Employee. See paragraph 7.e. below. b. AIR FORCE ACTIVE DUTY PERSONNEL: Shipment of ONE POV, as defined in paragraph 2 below, is authorized for persons on an accompanied tour and E-7, GS-5 and above who are on an unaccompanied tour in ROK. Advance approval is not required unless member is assigned to specified units below: (1) Camp Red Cloud: 607th Weather Sq. (2) Camp Casey: Det 1, 604th DASS; Det 20, 30th Weather Sq. (3) A request to possess and operate a POV in these areas must be forwarded through CBPO channels to the CDR of the parent unit (607th WS, 604th DASS, or 83ALD). Authority to ship a POV must be stated in the members PCS order and must cite authority's correspondence. c. NAVY ACTIVE DUTY PERSONNEL: Shipment of ONE (1) POV, as defined in paragraph 2 below, is authorized for: (1) All ACCOMPANIED tour personnel (regardless of grade). (2) All UNACCOMPANIED tour personnel in grade E-7/CPO (Chief Petty Officer) and above serving in Korea. NOTE 1: POV shipment NOT AUTHORIZED for UNACCOMPANIED tour Navy personnel E-6/PO1 (Petty Officer First Class) and below. NOTE 2: Navy employees POV discretionary transportation allowances to Korea are dependent on guidance in the Joint Travel Regulation (JTR) Chapter 5 Part F, local Civilian Personnel Advisory Center (CPAC) rules, and employees signed Transportation Agreement and official order. (CH, 06 Feb 2023 TCJ9 PAC MSO). d. MARINE CORPS ACTIVE DUTY PERSONNEL: Shipment of ONE POV, as defined in paragraph 2 below, is authorized for persons on an accompanied tour and E-7 and above who are on an unaccompanied tour in Korea. Unaccompanied personnel must comply with the provisions of paragraph a.(1) above when contemplating shipment of a POV. e. DoD CIVILIAN PERSONNEL: Queries concerning POV allowances should be IAW the JTR, Vol. 2, Chapter 5, Part E and addressed to one of the following addresses: (1) Department of the Army and Navy Civilian Employees: Seoul Civilian Personnel AdvisoryCenter, Attn: EANC-SA-CPAC, Unit 15333, APO AP 96205-0177. (2) DoD Dependent Schools: Contact the DoD Education Activity, Arlington, VA, as listed in the employees orders.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(Continued from above)2. USFK Reg 190-5 defines a POV as any motorized vehicle, including combustion engine or motor driven cycles of any engine size, including but not limited to, automobiles, trucks, station wagons, jeeps and motorcycles, moped, and Scooters owned or operated for personal use. (CH 07-Nov-2019 TCJ9-PAC RB)3. USFK policy restricts operation and registration to 1 POV per family without regard to whether the vehicle is shipped as a POV or as household goods (HHG). Exceptions to the 1 POV limitation must be directed to the member's gaining unit for approval by the appropriate authority.4. Registration and Operation.

Paragraphs (a) and (b) effective 15 Jan 09 HQ, USFK (FKCS), memorandum dated 30 Jan 09, subject: Second Interim Driving Policy Regarding Privately Owned Vehicle Driving Privileges: a. USFK Drivers License. All service members are eligible to apply for a USFK driver's license. Service members E-6 and below on an unaccompanied tour require approval from the first O-5 in their chain of command. b. POV Ownership and Registration. (1) Service members in the grades of E-7 and above and all personnel on an accompanied command-sponsored tour may own and register a POV with USFK. (2) Service members on an unaccompanied tour in the grades of E-6 and below may be granted an exception to policy to own and register a POV with USFK by the first O-6 in the chain of command and the responsible O-6 Area Commander. (3) The service member must actually be assigned on a command-sponsored tour "with family members" and those family members must be living in ROK with the service member. Occupation of a billet that is on the Command Sponsored Position List (CSPL) is insufficient. (4) Registration and operation of a POV is restricted in many geographical areas. This is due to mission constraints as well as physical location. 5. ROK DOES NOT have commercial POV storage facilities. 6. Unleaded fuel is available at all major installations in ROK and is generally available at most service stations on the local economy. Catalytic converters do not need to be removed. If the catalytic converter is not removed, unleaded fuel must be used. Removal of the catalytic converter is at the customer's option and expense. 7. There are no specific ROK safety requirements for POVs; however, USFK requires a local safety inspection as part of the POV registration procedures. AAFES is the primary source of general automotive repair in ROK. Very little automotive repair is available on the local economy. AAFES repair facilities service all makes and models of POVs; however, AAFES does not always have the capability to deal with technological advancements that are in newer models. The problem of servicing new models is intensified due to the lack of mechanic experience, equipment and part availability.

## b. MOTOR CYCLES/MOPEDS

Motorcycles/Mopeds fall within the USFK definition of POVs, paragraph 8a (1) above. Mopeds or motor driven cycles can only be registered and operated by personnel authorized to possess a POV. (CH) (1) Personnel in the grade of E-7/GS-5 or above and authorized dependents desiring to register or operate a two-wheeled motorized vehicle (including mopeds) in the ROK must have in their possession proof of completion of a 'hands-on' riding course. The following courses are acceptable: Better Biker Program (BBP), Experienced Rider Course (ERC), Motorcycle Riders Course (MRC) and Riding and Street Skills (RSS). Upon completion of one of the above courses, members must obtain and keep in their possession a Motorcycle Safety Foundation (MSF) Course Completion Card. The MSF Course Completion Card must be presented along with a valid inspection sticker for your vehicle to be registered and operated. These courses are not offered in the ROK and must be completed prior to arrival. A motorcycle safety training course is taught on Camp Humphreys. Limited slots are available. (CH 07-Nov-2019 TCJ9-PAC RB) (2) ROK law prohibits the travel of two wheeled vehicles on all expressways (no exceptions). (CH) (3) Personnel contemplating shipment of a two-wheeled motorized vehicle in their HHG should contact their gaining unit regarding registration and operation procedures. DO NOT use DPM HHG or Code T for shipment of motorcycle to Korea. If a motorcycle is shipped by DPM or Code T, the member may have difficulty registering the motorcycle because they do not have proper Korean Customs Clearance and Import documents which are required, it will then be the member's expense and responsibility to provide. MAKE SURE TO SHIP MOTORCYCLES BY Code 3 OR Code 4 ITGBL ONLY. (CH SDDC-PAC, 06-Apr-2011 RB) (4) In order for two-wheeled vehicles shipped in HHG to properly and expeditiously clear through the ROK customs the following information must appear on the inventory: year, make, model, body number, cc capacity, mileage, serial number and

price. (CH)

### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded fuel is available at all major installations in the ROK and is generally available at most service stations on the local economy. Catalytic converters do not need to be removed. If the catalytic converter is not removed, unleaded fuel must be used. Removal of the catalytic converter will be at the member's option and expense.

### d. INSURANCE AND SAFETY REQUIREMENTS

No restrictions identified.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Ref USFK Reg 190-41: Pornographic media (Books, magazines, photographs, video/computer media) displaying explicit sexual acts is prohibited. (CH 07-Nov-2019 TCJ9-PAC RB)

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Ref USFK Reg 190-41: Agricultural products and/or animal products including: meats, stuffed specimens, plants, fruits, vegetables, furs, skins, any product derived from an endangered species, etc. are prohibited. (CH 07-Nov-2019 TCJ9-PAC RB)

## 11. TRANSMITTING EQUIPMENT

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### a. CBS

Entry/shipping is prohibited.

### b. AMATEUR/HAM RADIOS

No restrictions identified.

### c. MARS EQUIPMENT

No restrictions identified.

### d. DISH ANTENNAS

Entry/shipping is prohibited.

### e. CORDLESS PHONES

No restrictions identified.

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

SEPARATEE (SEP), RETIREE (RET), RELOCATING DEPENDENTS (RD). Personnel contemplating RET, SEP, or RD to Korea should be counseled that all customs entry requirements, to include the payment of Duties, Taxes, Customs Inspection Fees, etc., are the responsibility of the member or civilian employee dependent and are a personal matter between the member or civilian employee dependent and the Government of Korea. Origin transportation offices must mark personal property (HHG, UB, privately owned vehicle (POV)) as belonging to a Separatee, Retiree or Relocating Dependent on the Bill of Lading and other shipment documents to advise the destination agent and Transportation Office the shipment belongs to a Separatee, Retiree or Relocating Dependent. The Retiree, Separatee or Dependent MUST be in-country prior to the arrival of the HHG, UB and POV. (CH 24-May-2019 TCJ4-HB RB)

### 13. OTHER

a. Communist Propaganda: Prohibited. b. Propane Tanks: Shipment of propane tanks are not authorized. c. Scales: Certified government scales are available for reweighing HHG shipments destined for Camp Humphreys and Taegu only. Shipments may be reweighed on local agent scales, which have been verified for use by the QA program. (CH 17-NOV-2020 TCJ9-OH-Pac RB)

## General Instructions: KOSOVO (XK)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No Restrictions Identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

No Restrictions Identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No Restrictions Identified.

### 3. CONSUMABLES

DOD and DOS For: Pristina, Kosovo JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Pristina, Kosovo as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

Pristina, Kosovo

#### a. ALCOHOLIC BEVERAGES

No Restrictions Identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No Restrictions Identified.

#### c. COSMETICS

No Restrictions Identified.

#### d. FOOD STUFFS AND MEATS

No Restrictions Identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No Restrictions Identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No Restrictions Identified.

#### b. TVs/VCRs

No Restrictions Identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No Restrictions Identified.

### 5. FURNITURE, OVERSIZED

No Restrictions Identified.

**6. PETS/QUARANTINE**

No Restrictions Identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No Restrictions Identified.

**a. HAND GUNS**

No Restrictions Identified.

**b. RIFLES/SHOT GUNS**

No Restrictions Identified.

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No Restrictions Identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No Restrictions Identified.

**b. MOTOR CYCLES/MOPEDS**

No Restrictions Identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No Restrictions Identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No Restrictions Identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No Restrictions Identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No Restrictions Identified.

**11. TRANSMITTING EQUIPMENT**



No Restrictions Identified.

**a. CBS**

No Restrictions Identified.

**b. AMATEUR/HAM RADIOS**

No Restrictions Identified.

**c. MARS EQUIPMENT**

No Restrictions Identified.

**d. DISH ANTENNAS**

No Restrictions Identified.

**e. CORDLESS PHONES**

No Restrictions Identified.

**12. SEPARATEES/RETIREE ENTITLEMENTS/LIMITATIONS**

No Restrictions Identified.

**13. OTHER**

No Restrictions Identified.

## General Instructions: KUWAIT (KW)

### 1. SHIPMENT INSTRUCTIONS

DOD Arranged Moves: Contact (GBLOC: SLAL, ASG-Kuwait) NO DPM CONTRACTASG-Kuwait, Camp Arifjan, Kuwait: PLEASE USE GBLOC: SLAL (REFER TO THE SLAL GBLOC DETAILS FOR SPECIFIC INSTRUCTIONS) a. ASG-Kuwait, Camp Arifjan, Kuwait: Government bill of lading is required on all shipments. Send advance PPGBL to ITO ASG-Kuwait, Camp Arifjan, Kuwait APO AE 09366. Provide airway bill(AWB) number, PPGBL number,DD1299 and copy of orders by mail or fax as soon as possible. HHG and UB must be declared: "Used Personal Effects for Personal Use" on AWB and PPGBL. All inbound shipments are subject to a cursory inspection by Kuwait Customs Officials. All carrier agents in CONUS must use the carrier that SDDC has for Kuwait to avoid HHG/UB having to go through extensive clearing procedures at customs warehouse.NOTE: UPDATE: Weight Restrictions: JTR reads unaccompanied Army members are authorized up to 1000lbs HHG. ASG Kuwait is drafting a change of the 1000lbs to PDTATAC. To reflect only UB 500lbs for enlisted plus 500 pro gear.600lbs for (W-1/0-1 to W-5/0-5 plus 500 pro gear.1000lbs for 0-6 and above plus 500 pro gear.(1) Army Personnel: (a) Accompanied Tour: HHG Shipment allowance is 25 percent of full JTR weight allowance or 2500 pounds, whichever is greater unless specified on member's orders. Service members with rank below SPC are considered on an unaccompanied tour unless otherwise specified in their orders.

(b)Unaccompanied tour: Weight allowances for Civilian employees 350 lbs. Dependents of military members each adult 350 lbs., each child under 12 years of age 175 lbs. Members are authorized to ship UB items only – no furniture. Customers advised only UB 500 lbs and PBP&E shipments only...DOS ARRANGED MOVES: (GBLOC: SLDK DOS Kuwait.)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.KuwaitGSO Contact Information: Irina Itkin; Bradly Stein;Jenny K ItkinI@state.gov;teinbt@state.gov;kocherp@state.gov: +965 22591464;+965 2259104FSN Contact Information:Hamza Yahya; Sameh AbuKha YahyaHH@state.gov;AbuKhaZnehSH@state.govTel: +965 22591270 / +965-225Kuwait-Shipping-DL@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: Weight Restrictions: JTR reads unaccompanied Army members are authorized up to 1000lbs HHG. ASG Kuwait is drafting a change of the 1000lbs to PDTATAC.

To reflect only UB 500lbs for enlisted plus 500 pro gear. 600lbs for (W-1/0-1 to W-5/0-5 plus 500 pro gear. 1000lbs for 0-6 and above plus 500 pro gear. (1) Army Personnel: (a) Accompanied Tour: HHG Shipment allowance is 25 percent of full JTR weight allowance or 2500 pounds, whichever is greater unless specified on member's orders. Service members with rank below SPC are considered on an unaccompanied tour unless otherwise specified in their orders.

(b) Unaccompanied tour: Weight allowances for Civilian employees 350 lbs. Dependents of military members each adult 350 lbs., each child under 12 years of age 175 lbs. Members are authorized to ship UB items only – no furniture. (2) US Air Force Personnel: 1000lbs of HHG or Accompanied 25 percent of JTR weight allowance or 2,000 pounds whichever is greater unless specified on travel order. (3) Navy Personnel: 25 percent of JTR weight allowance or 2,000 pounds whichever is greater. Note: a weight restriction will not apply unless it appears in the members orders. Refer to NAVSUP Pub 490 for detailed guidance or 1000lbs of HHG. (4) USMC service member Unaccompanied 600lbs of UB No other HHG Shipments are authorized based on the limited size of BOQ and BEQ and lack of storage. "In accordance with the Joint Travel Regulations." Do not Ship Sappi Plates in UB. DOS arranged moves: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged moves: Contact DOS.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

DOS arranged moves: American Embassy, Kuwait, Kuwait: PLEASE USE GBLOC: SLDK b. American Embassy, Kuwait, Kuwait: Commercial Air Waybill is required on all personal property shipments. Send advance PPGBL to American Embassy Kuwait, State of Kuwait, For (members name). HHG and UB must be declared: "Used Personal Effects for Personal Use" on AWB. Packing list must describe every item in each box or carton and show the aggregate value of the property. Do not describe contents in general terms such as miscellaneous, kitchen utensils, toys, etc. A separate packing list of all electrical items showing manufacturer's name and country of origin is also required. Noncompliance with these requirements will cause excessive delay and possible prohibition from entry into Kuwait.

## 3. CONSUMABLES

"No restrictions identified."

**a. ALCOHOLIC BEVERAGES**

"Importation is prohibited".

**b. CIGARETTES/TOBACCO PRODUCTS**

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

Pork products are Importation is prohibited.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

Plasma screen televisions are not permitted.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

Voltage in Kuwait is 240 Volts 50 cycle. This should be taken into consideration when shipping appliances. Limited transformers are available.

**5. FURTNITURE, OVERSIZED**

Pianos are not permitted.

**6. PETS/QUARANTINE**

If you plan to import a pet to Kuwait, inform GSO two weeks in advance. Please fax to 965 259 1160, ATTN: Bassam Sheikh or Hazma Yahya the following: Your full name, passport, and complete description of the pet(s) you will be importing (breed, size, age, etc.). This information is necessary for obtaining an import license, which costs KWD 2,500 ( approximately \$8.50 USD). Please arrange this payment to the travel and shipping unit through your sponsor. Travel and shipping will fax a copy of the import license to you. The expediter who meets you at the airport will have the

original. An original health certificate signed by a licensed veterinarian is also required which states that the animal is: (1) from a country free of OIE list of diseases (contact post or your veterinarian for this list); (2) in good health; (3) free from any contagious diseases; and (4) vaccinated against rabies, distemper, infectious canine hepatitis, canine leptospirosis, parvovirus infection and feline panleukopenia cats. It is necessary to clearly specify the type of vaccines used. Animals should be treated for internal and external parasites and toxoplasmosis (cats) within the two weeks prior to arrival. The veterinary certificate should accompany the animal to post. If you plan to bring a pet to Kuwait from Bangladesh, India or Sri Lanka, please inform GSO six months in advance of arrival.

## 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is prohibited."

### a. HAND GUNS

"Importation is prohibited."

### b. RIFLES/SHOT GUNS

"Importation is prohibited".

### c. TOY RELATED GUNS

"Importation is prohibited".

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is prohibited"

## 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

### a. POVs (includes data on prohibited vehicles, colors, etc.)

Personnel selling POV's while in Kuwait may be subject to duty customs tax if car was imported from outside Kuwait.(1) All ASG-KU and OMCK personnel on a 2 year accompanied tour are authorized shipment of POV and will ship their vehicle through: AMERICAN EMBASSY KUWAIT STATE OF KUWAIT FOR: (POV owner's name)Also indicate on the bill of lading whether the POV is DOOR-to-DOOR or PORT-to-PORT. (2) Original and two copies of bill of lading, original DD 788 before the ship arrives in Kuwait and following information must be listed: POV's make, model, color, engine chassis number or serial number, value and name of owner. It should be consigned to the: AMERICAN EMBASSY KUWAIT STATE OF KUWAIT FOR: (POV owner's name)(3) Vehicles with glass tinted darker than international standard AS2 are generally not allowed in Kuwait. However, the State Department has received a blanket waiver from the GOK to import vehicles with darker tinting. No further documentation from you is required. (4) Parts and service for US-made vehicles other than Chrysler and GM products are not available locally. Check Post report or GSO for other vehicle import restrictions.PICK-UP TRUCKS: Kuwait does not allow the importation of pick-up trucks. The Government of Kuwait does not grant waivers to this restriction. FOR PERSONNEL

ASSIGNED TO ALI AL SALEM AB: The shipping entitlement of a privately owned vehicle (POV) for Air Force personnel serving a Permanent Change of Station (PCS) to Air Expeditionary Wings within the USCENTCOM AOR is prohibited.

#### b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

#### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

#### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Any media that could be deemed as pornographic is strictly prohibited. In previous incidents, forbidden items found in diplomatic shipments have been confiscated by GOK officials.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"Importation is prohibited"

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

#### a. CBS

"No restrictions identified."

#### b. AMATEUR/HAM RADIOS

"No restrictions identified."

#### c. MARS EQUIPMENT

"Importation is prohibited."

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Kuwait should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Kuwait.

### 13. OTHER

DOD arranged moves: Parcel Post: Consign to member or Member's agent c/o Kuwait. Due to possible Army reassignments to Kuwait. Army members are prohibited from shipping the following items into Kuwait: Handcuffs Military issued batons Ammo Clips Gun Parts Hunting Knives Swords (Display or Non-Display) Any War Trophies

Any parts of Military Weapons Any Vehicles Parts Police Zip Ties Sappi Plate

Members should be advised that shipments containing any prohibited items will be inspected and prohibited items confiscated. Any costs associated with such, will be borne by the member.

DOS arranged moves: ITGBL Local Agents. Country: Kuwait Post: Kuwait Bureau: NEA Local Agents: Local Agents: 6. Al-Sawan Cargo Co. POC: Jabbar Mukhtar Cargo Managerjms@alsawan.com Al Sawan Company Al Gazali Street P.O. Box 576 Safat 13006 - Kuwait Tel: +965-22270500 EXT:1302/1303 Fax: +965-22270509 Cell: +965-9902-6461 DUNS # 53-515-2151 CAGE/NCAGE # SDSX6 POC: Basit Ismail Operation Supervisor ops@alsawan.com Cell: +965-5071-5367 POC: Marvin Abalose Operation Coordinator Cargoops@alsawan.com Cell: +965-6694-59871 - TransCrate Logistics Trading Co. W.L.L. P.O. Box 540, Safat, 13006 Office 23, Block 3, Plot 31, Mirqab, Jasim Boodai Street. Kuwait. Tel: +965-180-4949 Fax: +965 22-44-7723 POC: Aaron Pereira / Relocations Coordinator Email: apereira@transcrate.com Mob: +965-99273450 POC: Mohamad Al Nasrallah / Operations Manager Email: malnasrallah@transcrate.com Mob: +965-99993745 POC: Lennon D'silva / Relocation Manager Email: ldsilva@transcrate.com Mob: +965-960050794 - Al-Rashed International Freight Co. OFFICE: NO 16, BOUBYAN COMPLEX, DHAJEEJ, FARWANIYA - KUWAIT WAREHOUSE: Block 4, STREET 6, AL RAI, KUWAIT TEL: + 965 24349582 / 84 / 86 & 24731216 / 18 POC: Mr. Narasimha Krishnakumar / Cargo Manager Email: krishnakumar@alrashedfreight.com TEL : + 965 24349582 / 84 / 86 & 24731216 / 18 MOBILE : + 965 6505 1786 FAX : + 965 2473 1235 POC: Mr. Sanjeev Harikumar Email: enquiry@alrashedfreight.com TEL: + 965 65672181 / 84 / 86 & 24731216 / 18 FAX: + 965 2473 1235 - Gulf Agency Company (Kuwait) Farwaniya, Dajeej Area Block 1, Street 79 Plot No. 47, Faisal Center Behind Kuwait Finance House Email: moving.kuwait@gac.com POC: Mr. Vincent Fernandes - Manager Tel (board): 00965 222 05 800 Fax: 00965 243 47 325 Direct: 00965 222 05 831 Cell: 00965 97205128 Email: vincent.fernandes@gac.com Ms. Afra Cardozo - Team Leader Direct Tel: 00965 222 05 829 Cell: 00965 99046994 Email: afra.cardozo@gac.com Mr. Joselee Fernandes - Moving Consultant Direct Tel: 00965 222 05 832 Cell: 00965 972674483 - Global Freight Systems, Co. W.L.L. Sultan Ben Essa Complex Dajeej, Farwaniya, Kuwait POB 22389, Safat 13084 Kuwait POC: Nisha Kailashknisha@global-freight.net Tel: +965-2431-6530 Fax: +965-2431-6478 / 2431-9177 POC: Donny Al Meida Donny@global-freight.net Tel: +965-24316530 Cell: +965-972142495 - Al-Ghanim Freight Al Ghanim Transportation Logistics Al-Rai Industrial Area, Block 1, Street 12, Plot 750, Kuwait PO Box 22, Safat 13001 Kuwait POC: L.G.I. Udaya - Supervisor Email: udaya@Alghanim.com Tel: +965-2474-5533, Ext.

6624Direct: +965-2476-8284Mobile: +965-6694-7395Tel: +965-2474-533 x751 orDirect  
Line: +965-2476-8284(Mildred)Cell: +965-9727-7852 (Mildred)Mildred SerraoE-mail:  
MSerrao@Alghanim.com



## General Instructions: KYRGYZSTAN (KG)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) DOS arranged shipments: Contact (GBLOC:TFDK, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" statusGSO Contact information:AlgiersVicki Hutchinson; Lintra Harringt hutchinsonv@state.gov;harringtonld@state.gov+213 770 800 073 ; +213 770 8FSN contact listingHousna Ahmed-chaouch; Benc ahmedch@state.gov;benchikhma@state.gov+213 770 800 581; +213 770 9Group email:Algiers\_shipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." (1) Army personnel - MAAG - (a) Accompanied tour: Unaccompanied tour: 25 percent of full JFTR weight allowance or 2,000 pounds, whichever is greater. (b) Unaccompanied tour: Weight allowances for single/unaccompanied personnel are in accordance with weights listed in Appendix V.DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

Acceptable container dimensions should be obtained from the airlines prior to pickup of property. Waterproof barrier paper or a lightweight plastic or polyethylene material is to be used to cover the property inside the container.

#### c. HARD LIFT AREA

Hard lift area for Air Force and Marine Corps. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority(ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Copies of advance shipment documents to include PPGBL, DD Form 1299, member's orders, inventory list and all other related documents, must be received by post to initiate customs clearance procedures. HHG and UAB shipments are cleared with 3 to 4 days. Carriers must provide all shipping documents to GSO to allow preparation of necessary customs clearance documents. Shipments should not be scheduled to arrive at post prior to members' arrival as shipment cannot be cleared until member has arrived and been granted their identification card by Albanian Ministry of Foreign Affairs. Tirana is a limited shipment post. Post does not have storage facilities for employee's personal effects. All shipments must be consigned to: American Embassy, employee's initials, Rruga e Elbasanit 103, Tirana, Albania.

## 3. CONSUMABLES

DOD and DOS For: Bishkek, Kyrgyzstan JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Algiers, Algeria as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

### a. ALCOHOLIC BEVERAGES

Limited for personal and representational use. Contact post for clarification.

### b. CIGARETTES/TOBACCO PRODUCTS

Limited for personal and representational use. Contact post for clarification.

### c. COSMETICS

DOD and DOS JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Bishkek, Kyrgyzstan as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

**d. FOOD STUFFS AND MEATS**

Algeria is extremely limited in food availability and variety. Suggest maximum use of consumable shipment authorization.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

“No restrictions identified.”

**4. ELECTRICAL EQUIPMENT**

“No restrictions identified.”

**a. HOME COMPUTERS**

“No restrictions identified.”

**b. TVs/VCRs**

“No restrictions identified.”

**c. OTHER (i.e. COMPATIBILITY, ETC)**

“No restrictions identified.”

**5. FURTNITURE, OVERSIZED**

“Importation is PROHIBITED.”

**6. PETS/QUARANTINE**

There are no restrictions on pet importation. Dogs and cats are not subject to quarantine but should have all shots administered at least 30 days prior to arrival in country. An international health certificate showing rabies and distemper vaccinations are required.

**7. PRIVATELY OWNED FIREARMS (POF)**

DOD arranged shipments: Contact “Importation is PROHIBITED.” DOS arranged shipments:

Contact RSO at port before planning to ship any firearm.

**a. HAND GUNS**

DOD arranged shipments: Contact “Importation is PROHIBITED.” DOS arranged shipments:

Contact RSO before planning to ship any firearm.

**b. RIFLES/SHOT GUNS**

DOD arranged shipments: Contact “Importation is PROHIBITED.” DOS arranged shipments:

Contact RSO before planning to ship any firearm.

**c. TOY RELATED GUNS**

“No restrictions identified.”

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

“Importation is PROHIBITED.”

**8. PRIVATELY OWNED VEHICLES (POVs)**

“No restrictions identified.”

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

Persons with diplomatic status may import duty free one POV and one motorcycle. When a member with diplomatic status is accompanied during his assignment their spouse can import or buy another vehicle duty free. Provide GSO copies of all shipping documents and a copy of the vehicle title. POV shipment cannot be cleared prior to the arrival of employee to post. Registration process will take place after employee has obtained the identification card from Albanian Ministry of Foreign Affairs. Original title for POV is requested from MFA when post submits request for license plates and registration. Registration process will take approximately 3 weeks. Almost all vehicles in Albania are left-hand drive.

**b. MOTOR CYCLES/MOPEDS**

All personnel with diplomatic status can import one motorcycle duty free. Motorcycle can be included in the HHG shipment. Inventory list should include the vehicle Identification number (VIN) of the motorcycle, model and type. Motorcycles/Mopeds under 50cc do not have to be registered. Any motorcycle/moped over 50cc is considered a POV and must be registered.

**c. GASOLINE/CATALYTIC CONVERTERS**

Unleaded gasoline is available in country. Post has a gas station within Embassy compound.

**d. INSURANCE AND SAFETY REQUIREMENTS**

Third party liability insurance obtained through an insurance company is mandatory for all vehicles in Algeria.. Contact Post for further information.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

“No restrictions identified.”

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

“No restrictions identified.”

**11. TRANSMITTING EQUIPMENT**

“No restrictions identified.”

**a. CBS**

"Importation is PROHIBITED."

#### b. AMATEUR/HAM RADIOS

Request for importation must be submitted to and approved by Ministry of Telecommunications of Algeria..

#### c. MARS EQUIPMENT

Request for importation must be submitted to and approved by Ministry of Telecommunications of Algeria.

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Algeria. should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Algeria. When processing application and GBL, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

### 13. OTHER

DOS arranged shipments:

## General Instructions: LAOS (LA)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS. NOTE - DoD Agencies supported by the US Embassy Vientiane, Laos:--DAO - Defense Attache Office--MSG- Marine Security Group--DPAA - Defense POW/MIA Accounting Agency(CH 14-MAR-2019 TCJ4-HB RB)

#### a. WEIGHT RESTRICTIONS

No Restrictions Identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

No Restrictions Identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Original Bill of lading, inventory, invoice/packing list and other pertinent information is required prior to receipt of shipment to initiate customs clearance. For automobiles the shipment information must include: automobile, year, make, type, color, engine number, chassis (VIN) number and driving system, and is required prior to receipt of shipment to initiate customs

clearance.

### 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location.(CH 05-May-2021 TCJ9-OH-PAC RB)

#### a. ALCOHOLIC BEVERAGES

No restrictions. (CH 18-Feb-2016 SDDC-PAC RB)

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions. (CH 18-Feb-2016 SDDC-PAC RB)

#### c. COSMETICS

No restrictions.

#### d. FOOD STUFFS AND MEATS

No restrictions on canned or preserved food. No fresh products permitted.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Prescription drugs must be accompanied by a prescription.

### 4. ELECTRICAL EQUIPMENT

.

#### a. HOME COMPUTERS

No restrictions. (CH 18-Feb-2016 SDDC-PAC RB)

#### b. TVs/VCRs

No restrictions. (CH 18-Feb-2016 SDDC-PAC RB)

#### c. OTHER (i.e. COMPATIBILITY, ETC)

Electricity is 220 volts/50 cycles.

### 5. FURTNITURE, OVERSIZED

DOD personnel are not authorized furniture.

### 6. PETS/QUARANTINE

Entry of dogs and cats is permitted. Owners must present a certificate of good health for their pets and proof such pets had been inoculated for rabies within 6 months before entry into Laos. No quarantine period is involved.

## 7. PRIVATELY OWNED FIREARMS (POF)

Military personnel are prohibited from carrying privately owned firearms while in Laos. Firearms carried officially while on duty may not be retained in personal quarters but must be checked at the work station at the end of each workday.

### a. HAND GUNS

No Restrictions Identified.

### b. RIFLES/SHOT GUNS

No Restrictions Identified.

### c. TOY RELATED GUNS

No Restrictions Identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No Restrictions Identified.

## 8. PRIVATELY OWNED VEHICLES (POVs)

### a. POVs (includes data on prohibited vehicles, colors, etc.)

Authorized. All DoD personnel (Military and Civilian) are permitted to drive and ride motorized vehicles in LAO PDR. Authorized only one tax exemption for each DoD officer. Engine size MUST be under 2.5 liters.(CH 18-Feb-2016 SDDC-PAC RB)

### b. MOTOR CYCLES/MOPEDS

DoD personnel under Chief of Mission authority are not allowed to drive motorcycles or scooters in Laos.(CH 18-Feb-2016 SDDC-PAC RB)

### c. GASOLINE/CATALYTIC CONVERTERS

Gasoline or diesel are permitted to be used in Laos. Unleaded gasoline is available and catalytic converters should not be removed.

### d. INSURANCE AND SAFETY REQUIREMENTS

DoD personnel are required to maintain insurance for their vehicle. If the vehicle will be used to travel to Thailand, then Thai insurance is also required. Lao insurance costs approximately \$250.00(US)dollars per year. Thai insurance costs approximately \$120.00(US) dollars. (CH 18-Feb-2016 SDDC-PAC RB)POVs must be registered with the Ministry of Foreign Affairs (MoFA).Personnel must have clear title and/or proof of ownership.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL



Prohibited.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Prohibited.

## 11. TRANSMITTING EQUIPMENT

Prohibited.

### a. CBS

Prohibited.

### b. AMATEUR/HAM RADIOS

Prohibited.

### c. MARS EQUIPMENT

Prohibited.

### d. DISH ANTENNAS

Prohibited.

### e. CORDLESS PHONES

Prohibited.

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

--Retirees and Separatees are urged to contact the Lao Embassy in Washington DC to discuss Visas and residency in Laos.--Personnel contemplating retirement, separation or relocating dependents to Laos should be counseled that all customs entry requirements, to include payment of duties, taxes, customs inspection fees, etc. remain the responsibility of the member and is a personal matter between the member and the Government of Laos.(CH 12-May-2015 SDDC-PAC RB)

## 13. OTHER

No Restrictions Identified.

## General Instructions: LATVIA (LV)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) Shipment to NATO Force Integration Riga, Latvia. Euro Theater CPPSO assumes administrative support for NATO Force Integration Unit/NFIU-Latvia (W2HW76) Riga, Latvia. Consign ALL HHGs and UB shipments for DOD Members NOT assigned to American Embassy/Consulate Latvia to: 405th AFSB, Unit 23152, Attn: BASOPS Transportation Division, Kaiserslautern, GE, APO 09054 (WKAS) as the destination installation in Block 20. GBL Block 18 should read Riga, Latvia. DO NOT SHIP VIA DPM. DO NOT USE RATES FOR GERMANY (GE). Shipments will be OTO consigned to member or member's agent at destination address or unit of assignment. Transportation Service Provider will provide all shipping documents to BASOPS Transportation, Kaiserslautern, Germany, after he accepts the shipment. usarmy.rheinland-pfalz.405-afsb.mbx.basops-inbound@mail.mil. DOS arranged shipments: Contact (GBLOC: VSDZ, DOS) Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Riga Christopher Merriman MerrimanCI@state.gov Tel: 371 6710 7097 (IVG868-70) FSN Contact Information: Olga Subina GSM SubinaO@state.gov Tel: (371) 6710-7112 Group email: Riga-Shipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

## 3. CONSUMABLES

The JFTR/JTR identifies Riga, Latvia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010)A. Uniformed Service Member1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.B. Civilian Employee1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized

### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

### c. COSMETICS

"No restrictions identified."

### d. FOOD STUFFS AND MEATS

"No restrictions identified."

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

## 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

### a. HOME COMPUTERS

"No restrictions identified."

### b. TVs/VCRs

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"Importation is PROHIBITED."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

## 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

### a. CBS

"No restrictions identified."

### b. AMATEUR/HAM RADIOS

"No restrictions identified."

### c. MARS EQUIPMENT

"No restrictions identified."

### d. DISH ANTENNAS

"No restrictions identified."

### e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Latvia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Latvia.

## 13. OTHER

DOS Arranged ITBL Local Agents:LatviaPost: Riga Bureau: EURLocal Agents:FF  
INTERNATIONALMOVERS3, Sarlotes streetLV-1001, Riga, LATVIAPOC: Aivars UsansTel:  
(371) 6784 0592Fax: (371) 6784 0591Cell: (371) 2916 0011e-mail: au@ff-group.lvZebra  
Cargo - Friendly MoversRiga International AirportRiga, Latvia LLV-1053POC: Mr. Oskars  
VeinbergsTel: (371) 67412 108Fax: (371) 6 7412 156Cell: (371) 2915 5365Email:  
zebra@zebracargo.comWeb-site: www.zebracargo.combonded facility \*\*Gosselin Mobility  
BalticsJurkalnes iela 15/25, gate 15Riga, Latvia LV-1046POC: Olga KonstantinovaTel: (371)  
67800 800Fax: (371) 67800 801Email:OlgaK@gosselingroup.eu\*\* bonded facility \*\*

## General Instructions: LEBANON (LB)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO) DOS arranged moves: Contact (GBLOC: SRDK, DOS Lebanon.) Department of State Consignment Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Beirut Richard P El Achkar (AGSO) ElAchkarRP@state.gov Tel: +9614542600 x 4243 FSN Contact Information: Inaam Attieh AttiehIM@state.gov Tel: 961-4-542600 x 4246 Group Email: Beirutshipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

The Embassy cannot initiate clearance for personal or household effects until after the service member or DoD civilian arrives to the post and the Ministry of Foreign Affairs (MFA) has received your accreditation documents. We therefore, request that you arrange to have your shipments arrive to the post after your arrival. Please forward copies of your inventories, airway bill (for air freight) and bill of lading (for HHE) by e-mail or fax to the post's GSO section at the earliest opportunity including the name of the carrier and estimate arrival. These documents are essential to begin the customs clearance process. Delivery of your HHE/UAD will take about five days. (CH)

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

Importation with UAB or HHE is not prohibited.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

Power 220 volt (CH)

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURNITURE, OVERSIZED

All furniture and furnishings are provided at Post.

## 6. PETS/QUARANTINE

No restrictions as long as all vaccinations and certificates are current. Extracted from the US Embassy Cable "due to the restricted nature of the Embassy Compound," employees are permitted a limited number and variety of pets. Indoor cats, birds, and fish are permitted at Embassy Beirut. If you plan to bring a pet, whether accompanied baggage or in-cabin or as cargo, please notify the Embassy GSO in advance. A deposit of \$250 is due upon arrival for each cat to cover the cost of shipping the animal to Washington in the event of evacuation.

## 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

### a. HAND GUNS

"Importation is PROHIBITED."

### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

### c. TOY RELATED GUNS

"Importation is PROHIBITED."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

All individuals assigned to the US Embassy Beirut must live on the 17-acre compound. All official and unofficial travel off the compound is conducted using U.S. Embassy vehicles.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

Importation/exportation is prohibited. Shipment of POV is not authorized.

### b. MOTOR CYCLES/MOPEDS

Importation/exportation is prohibited. Shipment of Motorcycles/Mopeds is not authorized. (CH)

### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL



"No restrictions identified."

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

## 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

### a. CBS

Importation is prohibited.

### b. AMATEUR/HAM RADIOS

"No restrictions identified."

### c. MARS EQUIPMENT

Importation is prohibited.

### d. DISH ANTENNAS

"No restrictions identified."

### e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Lebanon should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Lebanon.

## 13. OTHER

DOS arranged moves: ITGBL Local agents. Country: Lebanon Post: Beirut Bureau: NEA Local Agents: Beirut Cargo Center – (Packing, forwarder and clearing agent) Sin El Fil, Opposite Mirna Chalouhi bldg. Parallel Towers, Bloc B, Floors 12-13-14 P.O. Box 17-5040 - Beirut – Lebanon Tel. +961 1 482211 ext111 or 109 Mobile +961 70 649008 Fax. +961 1 482224 Hassan.Mardini@bcclogistics.com Joe.gaourieh@bcclogistics.com Alfred.Neaimah@bcclogistics.com www.bcclogistics.com DAMCO LB – ( Forwarder and Clearing agent under OBO/NEC projects) Nabil Zahlan - Chairman Email: nabil.zahlan@damco-lb.com, Mobile: 9613-355111 Charles Hashem (Assistant) email: charles.h@damco-lb.com, mobile: 9613-60520296 Pasteur Bldg, Pasteur Street Beirut, Lebanon Phone: +961 1 577767 or 961 1 580240 ext. 234 LA LEVANTINE "Daher & Cie." - (Packing, forwarder and clearing Agent) Mr. Wael Daher - Chairman Minat El Hosn, El Emir Omar Str. Hammoud Bldg. 4th floor P.O.Box: 113-5868 Beirut –

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Lebanonmanagement@llevantine.comwaeldaher@llevantine.comTel: +961 1 368  
170Tel/Fax: +961 1 368171Beirut International Movers s.a.r.l. (Packing,forwarder and  
clearing agent)POC: Cedric MoubarakEmail: cedric@beirutmovers.comTelephone: +961 1 49  
55 00Or +961 1 49 77 00 ext 104Office Mobile: +961 3 61 77 12Personal Mobile +961 3 62 22  
56 Web-site:www.beirutmovers.com

## General Instructions: LESOTHO (LS)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: TQDZ, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:MaseruJeremy Bulgrien BulgrienJA@state.govTel: 266 22 312 666 X 4140FSN Contact Information:Bahlakoana Ramashamole RamashamoleB@state.govTel: 266 22 312 666 x4143Group Email:Maseru-GSO-Shipping

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Copy of airway bill should be forwarded to Embassy as soon as possible. Documentation required: bill of lading, airway bill, packing list, travel orders indicating fiscal data. Due to the limited warehouse space, HHG/UB shipments should arrive coinciding with the arrival of member at post. POV shipment can arrive before the member arrives at post.

### 3. CONSUMABLES

The JTR identifies Monrovia, Liberia as having a consumable goods allowance authorized. Validate consumables allowance authorization within the JTR.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

Furniture may not be required as post quarters are fully furnished.

### 6. PETS/QUARANTINE

No restriction on pets imported into the country. Pets must be accompanied with vaccination/health certificate from the country the pet is coming. Member should contact post GSO/GSO Shipping Unit for shipping instructions for pets at least 30 days prior to the arrival of the pet at post. There is no age limit for pets imported into the country.

## 7. PRIVATELY OWNED FIREARMS (POF)

“Importation is PROHIBITED.”

### a. HAND GUNS

“Importation is PROHIBITED.”

### b. RIFLES/SHOT GUNS

“Importation is PROHIBITED.”

### c. TOY RELATED GUNS

“No restrictions identified.”

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

## 8. PRIVATELY OWNED VEHICLES (POVs)

Age limit on the vehicle is ten (10) years. Member can ship a SUV with any engine size. All colors are authorized. One vehicle is authorized into the country duty free.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

“No restrictions identified.”

### b. MOTOR CYCLES/MOPEDS

No restrictions identified. Government of Liberia does not consider them to be a POV. May be shipped as HHGs or separately.

### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gasoline and diesel fuel are available at the Embassy, in the city of Monrovia and in the country.

### d. INSURANCE AND SAFETY REQUIREMENTS

It is mandatory for all POV's to have third party liability insurance coverage which can be purchased after arrival at post. A fire extinguisher in all POV's is also a mandatory government requirement.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“No restrictions identified.”

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

“No restrictions identified.”

**11. TRANSMITTING EQUIPMENT**

“No restrictions identified.”

**a. CBS**

“No restrictions identified.”

**b. AMATEUR/HAM RADIOS**

“No restrictions identified.”

**c. MARS EQUIPMENT**

“No restrictions identified.”

**d. DISH ANTENNAS**

“No restrictions identified.”

**e. CORDLESS PHONES**

“No restrictions identified.”

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation, or relocating dependents to Lesotho should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Lesotho.

**13. OTHER**

DOS Arranged ITBL Local Agents:LesothoPost: Maseru Bureau: AFLocal Agents:1)  
Stuttaford Van Lines - LesothoLioli Road, Industrial Area, Box 0637Maseru West,  
LesothoPOC: Mrs. Venus HavengaTel: 266 22 323 966Fax: 266 22 310 290Cell: 266 589 260  
66Email: venus.havenga@stuttafordvanlines.com

## General Instructions: LIBERIA (LR)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: TCDK, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:MonroviaMonroviaGSOShipping@state.govTel: +231 77 677 7084FSN Contact Information:Neemu Golanyon GolanyonNG@state.govTel: 231 77054826Group Email:MonroviaGSOShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Copy of airway bill should be forwarded to Embassy as soon as possible. Documentation required: bill of lading, airway bill, packing list, travel orders indicating fiscal data. Due to the limited warehouse space, HHG/UB shipments should arrive coinciding with the arrival of member at post. POV shipment can arrive before the member arrives at post.

### 3. CONSUMABLES

DOD and DOS For: Monrovia, Liberia JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Monrovia Liberia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Importation is prohibited.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs



“No restrictions identified.”

#### c. OTHER (i.e. COMPATIBILITY, ETC)

“No restrictions identified.”

### 5. FURTNITURE, OVERSIZED

Furniture may not be required as post quarters are fully furnished.

### 6. PETS/QUARANTINE

a) No restriction on pets imported into the country  
b) Pets must be accompanied with vaccination/health certificate from the country the pet is coming. Member should contact post GSO/GSO Shipping Unit for shipping instructions for pets at least 30 days prior to the arrival of the pet at post.  
c) There is no age limit for pets imported into the country

### 7. PRIVATELY OWNED FIREARMS (POF)

“Importation is PROHIBITED.”

#### a. HAND GUNS

“Importation is PROHIBITED.”

#### b. RIFLES/SHOT GUNS

“Importation is PROHIBITED.”

#### c. TOY RELATED GUNS

“Importation is PROHIBITED.”

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

### 8. PRIVATELY OWNED VEHICLES (POVs)

“No restrictions identified.”

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

Age limit on the vehicle is ten (10) years. Member can ship a SUV with any engine size. All colors are authorized. One vehicle is authorized into the country duty free.

#### b. MOTOR CYCLES/MOPEDS

No restrictions. Government of Liberia does not consider them to be a POV. May be shipped as HHGs or separately.

#### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gasoline and diesel fuel are available at the Embassy, in the city of Monrovia and in the country.

#### d. INSURANCE AND SAFETY REQUIREMENTS

It is mandatory for all POV's to have third party liability insurance coverage which can be purchased after arrival at post. A fire extinguisher in all POV's is also a mandatory government requirement.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

#### a. CBS

"No restrictions identified."

#### b. AMATEUR/HAM RADIOS

"No restrictions identified."

#### c. MARS EQUIPMENT

"No restrictions identified."

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Liberia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Liberia. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

### 13. OTHER

DOS Arranged ITBL Local Agents:LiberiaPost: Monrovia Bureau: AFLocal Agents:1)AGS  
Fraser's International Removals Monrovia, Liberia Email: manager-  
liberia@agsmovers.com www.ags-worldwide-movers.com Tel: 231 077 00 33 774) 60. BT  
Shipping Ltd Rune Dyhr Somalia Drive, Liberia Monrovia +231 77759 0903 +231 77759  
0911 libops@obts.dk 2). Global Logistics Services (GLS) Paul King 2nd and 3rd floor  
Kashour Building Broad and Johnson Street Monrovia, Liberia +231 8865 53400 +231 8806  
55857 Jamaal.king@glsbusiness.com 3M. SC Mediterranean Shipping Company  
(Liberia) Ltd Piah Badell Nipeh Somalia Drive, Monrovia, Liberia +231 8885 90900 +231  
7702 49883 +231 8885 90921 www.msc.com

## General Instructions: LIBYA (LY)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO)DOS arranged shipments: Contact (GBLOC: TGDK, DOS Libya)Department of State Consignment"Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:TripoliTBDTel: 218-91-220-3091FSN Contact Information:Moamer Halab halabmm@state.govTel: 218 91 3794568Group Email:None Listed

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments:"In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified."

#### c. HARD LIFT AREA

No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments:"In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified."

### 3. CONSUMABLES

DOD and DOS For: Tripoli, Libya JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Tripoli, Libya as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"Importation is PROHIBITED."

#### b. CIGARETTES/TOBACCO PRODUCTS

Pork "Importation is PROHIBITED."

#### c. COSMETICS

No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"Importation is PROHIBITED."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

No restrictions identified."

#### a. HOME COMPUTERS

No restrictions identified."

#### b. TVs/VCRs

No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified."

### 5. FURTNITURE, OVERSIZED

No restrictions identified."

**6. PETS/QUARANTINE**

No restrictions identified.”

**7. PRIVATELY OWNED FIREARMS (POF)**

“Importation is PROHIBITED.”

**a. HAND GUNS**

“Importation is PROHIBITED.”

**b. RIFLES/SHOT GUNS**

“Importation is PROHIBITED.”

**c. TOY RELATED GUNS**

“Importation is PROHIBITED.”

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

“Importation is PROHIBITED.”

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.”

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.”

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.”

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.”

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.”

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

“Importation is PROHIBITED.”

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

“Importation is PROHIBITED.”

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.”

a. CBS

No restrictions identified.”

b. AMATEUR/HAM RADIOS

No restrictions identified.”

c. MARS EQUIPMENT

No restrictions identified.”

d. DISH ANTENNAS

No restrictions identified.”

e. CORDLESS PHONES

No restrictions identified.”

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Lebanon should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Lebanon.

## 13. OTHER

DOS arranged shipments: ITGBL Local Agents.Country: LibyaPost: Tripoli Bureau: NEALocal Agents:1) Manarat Al Madina Shipping AgencyDamascus StreetHadba AreaTripoli, LibyaPOC: Nureddin ElwaerTel: 218 21 2184149; 218 21 4907792 (office)Fax: 218 21-4907286Email: nur@masa-shipping.com.ly3) Sedra Libya Packing Transportation CompanyPO Box 82262, Ibn Nafees Street, Nr. SaLahadien HospitalTripoli, LibyaPOC: Mohamed F. Abuhlega, Owner and GeneralManagerTel: 00 218 21 715 9051/ 714 7723/ 717 3198Fax: 00 218 21 462 8244/ Cell: 00 218 912157965 or 92 500 1025Email: sedralibya@hotmail.com;info@sedralibya.com; abuhlegasedra@hotmail.comWebsite: www.sedralibya.com

## General Instructions: LIECHTENSTEIN (LI)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments:Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES



"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

"No restrictions identified."

### 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

#### a. HAND GUNS

"Importation is PROHIBITED."

#### b. RIFLES/SHOT GUNS

No Restrictions Identified.

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Liechtenstein should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Liechtenstein.

**13. OTHER**

None.

## General Instructions: LITHUANIA (LT)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) SHIPMENTS TO NATO FORCE INTEGRATION LITHUANIA: EURO Theater CPPSO assumes administrative support for NATO Force Integration Unit/NFIU Vilnius, Lithuania. Consign ALL HHG and UB shipments for DOD Members NOT assigned to American Embassy/Consulate Lithuania to: 405th AFSB, Unit 23152, Attn: BASOPS Transportation Division, Kaiserslautern, GE, APO 09054 (WKAS) as the destination installation in Block 20. GBL Block 18 should read Vilnius, Lithuania. DO NOT SHIP VIA DPM. DO NOT USE RATES FOR GERMANY (GE). Shipments will be OTO consigned to member or member's agent at destination address or unit of assignment. Advance shipping documents must be emailed to BASOPS Transportation, Kaiserslautern, Germany, usarmy.rheinland-pfalz.405-afsb.mbx.basops-inbound@mail.mil. DOS arranged shipments: Contact (GBLOC: VRDK, DOS) Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Vilnius Shaun M. McGuire; McGuireSM@state.gov; Tel: 370-5-266-5571 FSN Contact Information: Vytautas Balcius (ASO) BalciusV@state.gov Phone: +370-5-266 5572; Cell Group Email: None Listed

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

HHE and UAB shipments for military members and DOD civilians are imported into Lithuania under diplomatic privileges, which means that shipping containers and boxes are not opened or subjected to customs investigation at the time of customs entry. All containers and boxes must be marked as follows: American Embassy/Akmenu 6, Vilnius/ATTN: Employee's name. It is preferable to ship UAB to Vilnius by Lufthansa via Frankfurt.

## 3. CONSUMABLES

The JFTR/JTR identifies Vilnius, Lithuania as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010)A. Uniformed Service Member1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.B. Civilian Employee1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

### a. ALCOHOLIC BEVERAGES

Declaring these items in shipping documents should be avoided. A special permit from local officials is required if these items are involved in shipping documents.

### b. CIGARETTES/TOBACCO PRODUCTS

Declaring these items in shipping documents should be avoided. A special permit from local officials is required if these items are involved in shipping documents.

### c. COSMETICS

"No restrictions identified."

### d. FOOD STUFFS AND MEATS

"No restrictions identified."

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Import of any narcotics is restricted.

## 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

### a. HOME COMPUTERS

“No restrictions identified.”

#### b. TVs/VCRs

“No restrictions identified.”

#### c. OTHER (i.e. COMPATIBILITY, ETC)

“No restrictions identified.”

### 5. FURTNITURE, OVERSIZED

“No restrictions identified.”

### 6. PETS/QUARANTINE

An up-to-date health certificate and recent rabies vaccination is required.

### 7. PRIVATELY OWNED FIREARMS (POF)

“Importation is PROHIBITED.”

#### a. HAND GUNS

“Importation is PROHIBITED.”

#### b. RIFLES/SHOT GUNS

“Importation is PROHIBITED.”

#### c. TOY RELATED GUNS

“Importation is PROHIBITED.”

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

### 8. PRIVATELY OWNED VEHICLES (POVs)

“No restrictions identified.”

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

There are no special requirements for POV importation to Lithuania. For customs clearance, the following data and documents must be provided: model, make, year, vehicle identification number, color, the originals of the ownership documents (Certificate of Title for a vehicle, etc.)

#### b. MOTOR CYCLES/MOPEDS

There are no special requirements for importation. For customs clearance, the following data must be provided: model, make, year, vehicle identification number, color, the originals of the ownership documents (Certificate of Title for a vehicle, etc.)

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

Prohibited.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

Prior permit from the State Veterinary Service for stuffed wildlife/animals, and from the State Plant Protections Service for plants are required.

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

No restrictions for importation of CB radios intended for private use if they bear type approval mark 'CEPT PR 27 Y' (10 channels, FM 4 W Max output power).

**b. AMATEUR/HAM RADIOS**

No restrictions for importation if owner has a valid international 'Radio Amateur License'.

**c. MARS EQUIPMENT**

Prior authorization from State Radio Frequency Service (SRFS) required.

**d. DISH ANTENNAS**

Prior permit of State Radio Frequency Service (SRFS) required.

**e. CORDLESS PHONES**

Only cordless phones made to European standards CT1, CT1+ and DECT might be imported.

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Lithuania should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Lithuania.

**13. OTHER**

DOS Arranged ITBL Local Agents:Country: LithuaniaPost: Vilnius Bureau: EURLocal Agents:1) Calenberg Vilnius, UABInternational MoversBiciuliu g. 29Bukiskis14182, Vilniaus rajonasLithuaniaPOC: Andrejus LisovskisTel: 370 5 2430004Fax: 370 5 2430005Cell: 370 698 20266Email: andrius.lisovskis@calenberg.lt.Email: calenberg@calenberg.lt2) UAB SERVEKTDubingiu 5308216 VilniusLithuaniaPOC: Vytautas KaneckasTel: +370 5 2641407Fax: +370 5 2641407Cell: +370 686 66665Email: Vilnius@servekt.eu3) GOSSELIN GROUP BALTICSJurkalnes str. 15/25LV1046 Riga I LatviaPOC: Olga KonstantinovaTel: +371 67800 142Fax: +371 67800 801Cell: +371 26469 155Email: olgak@gosselingroup.eu



## General Instructions: LUXEMBOURG (LU)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKFS, 86 LRS Ramstein AB, Germany)DOS arranged shipments: Contact (GBLOC: VQDK, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:LuxembourgMichelle D Carter CarterMD@state.gov/Tel: 352 46 01 23 75FSN Contact Information:Vitor Castanheiro CastanheiroV@state.govTel: 352 46 01 23 84

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

**a. ALCOHOLIC BEVERAGES**

May be imported in personal property, limited to 1 litre (over 20 reg. cent). Higher quantities can be part of personal property shipment but must be declared upon arrival so post can issue special custom form to permit duty free entry.

**b. CIGARETTES/TOBACCO PRODUCTS**

May be imported in personal property, limited to 200 cigarettes. Higher quantities can be part of personal property shipment but must be declared upon arrival so post can issue special custom form to permit duty free entry.

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

International vaccination (rabies) certificate required. Certificate must be at least 10 days old but less than 1 year and certificate of good health must be within the past 10 days.

**7. PRIVATELY OWNED FIREARMS (POF)**

Anyone wishing to import firearms must send a description of weapons and their intended use to the administrative officer and receive written approval prior to shipping.

#### a. HAND GUNS

Limited as follows: Two of each: pistols and revolvers.

#### b. RIFLES/SHOT GUNS

Limited as follows: Four of each: rifles and shotguns.

#### c. TOY RELATED GUNS

"No restrictions identified."

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"No restrictions identified."

### 8. PRIVATELY OWNED VEHICLES (POVs)

Diesel POV Owners/Shippers: Environmental Emissions Restrictions on Diesel POVs operated within various German/Belgium/The Netherlands city limits are changing "daily". BEFORE SHIPPPING A DIESEL POV, Personnel should email USTRANSCOM-Europe Personal Property Office at <usarmy.sembach.598-trans-bde.mbx.ppd@mail.mil> and provide Make, Model, Year, and VIN #. USTRANSCOM-Europe will call their local RMV and obtain the most current information. Check back often, once we receive more concrete advice, this note will be updated.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

#### b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

#### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

#### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

a. CBS

“No restrictions identified.”

b. AMATEUR/HAM RADIOS

“No restrictions identified.”

c. MARS EQUIPMENT

“No restrictions identified.”

d. DISH ANTENNAS

“No restrictions identified.”

e. CORDLESS PHONES

“No restrictions identified.”

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Luxembourg should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Luxembourg.

## 13. OTHER

DOS Arranged ITBL Local Agents:Country: LuxembourgPost: Luxembourg Bureau: EURLocal Agents:1) Lux-Connex101, rue des Artisans L-1141 Luxembourg,LuxembourgPOC: Alain Gallion Tel: 352 40 24 40Fax: 352 48 48 25Email: manny.krier@lux-connex.lu2) Team Allied Relocations 32, rue Jos KiefferL-4176 Esch-sur-Alzette, LuxembourgPOC: Mr. Miguel Gouverneur Tel: 352 44 22 52Fax: 352 45 55 47Email: Miguel.Gouverneur@teamrelocations.com

## General Instructions: MACAU (MO)

### 1. SHIPMENT INSTRUCTIONS

-----This PPCIG Country Instruction for Macau has been validated as current by the Hong Kong US Consulate General on 16-Feb-2016.(CH 19-Feb-2016 SDDC-PAC RB)-----DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797. b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)). c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

No restrictions identified.

**13. OTHER**

No restrictions identified.



## General Instructions: MACEDONIA (MK)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No Restrictions Identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

No Restrictions Identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No Restrictions Identified.

### 3. CONSUMABLES

DOD and DOS For: Skopje Macedonia JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Skopje Macedonia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs; 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs; 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

No Restrictions Identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No Restrictions Identified.

#### c. COSMETICS

No Restrictions Identified.

#### d. FOOD STUFFS AND MEATS

No Restrictions Identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No Restrictions Identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No Restrictions Identified.

#### b. TVs/VCRs

No Restrictions Identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No Restrictions Identified.

### 5. FURNITURE, OVERSIZED

No Restrictions Identified.

**6. PETS/QUARANTINE**

No Restrictions Identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No Restrictions Identified.

**a. HAND GUNS**

No Restrictions Identified.

**b. RIFLES/SHOT GUNS**

No Restrictions Identified.

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No Restrictions Identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No Restrictions Identified.

**b. MOTOR CYCLES/MOPEDS**

No Restrictions Identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No Restrictions Identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No Restrictions Identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No Restrictions Identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No Restrictions Identified.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

a. CBS

No Restrictions Identified.

b. AMATEUR/HAM RADIOS

No Restrictions Identified.

c. MARS EQUIPMENT

No Restrictions Identified.

d. DISH ANTENNAS

No Restrictions Identified.

e. CORDLESS PHONES

No Restrictions Identified.

**12. SEPARATEES/RETIREE ENTITLEMENTS/LIMITATIONS**

No Restrictions Identified.

**13. OTHER**

No Restrictions Identified.

## General Instructions: MADAGASCAR (MG)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: TLDK, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information:AntananarivoIna N. Erickson Ericksonin2@state.govTel:- phone: +(261) 20 23 480 OFSN Contact Information:Jean E. Rafidimalala Rafidimaje@state.govphone: +(261) 20 23 480 00Group Email:ShippingAntananarivo@state.gov;GSO\_Antananarivo@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD arranged shipments: "In accordance with the Joint Travel Regulations." The JTR identifies Antananarivo, Madagascar as having a consumable goods allowance authorized. Validate consumables allowance authorization within the JTR DOS arranged shipments: Contact DOS.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

"No restrictions identified."

### 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

#### a. HAND GUNS

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

Vehicles with more than 25% tinted windows is prohibited.

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

“No restrictions identified.”

**d. DISH ANTENNAS**

“No restrictions identified.”

**e. CORDLESS PHONES**

“No restrictions identified.”

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Madagascar should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Madagascar.

**13. OTHER**

GSO: Patrick Wilcox WilcoxP@state.gov DOS Arranged ITBL Local Agents:

MadagascarPost: Antananarivo Bureau: AFLocal Agents:WORLDWIDE MOVERS  
MADAGASCAR101 – ANTANANARIVOMADAGASCARTel +(261) 20 22 228 04Cell : +(261) 33  
08 959 49Mail: wwm@blueline.mgDirector : Guy ShepherdCell : +44 7580  
113245(UK)Mail : guy.shepherd@wwmafrica.comAGS FRASERS MADAGASCARBP 9167 A  
ANDOHARANOFOTSY101 – ANTANANARIVOMADAGASCARTel: +(261) 20 22 461 98Fabris  
GRUJIC | Country manager – AGSFrasers MadagascarTel: +261 32 03 011 39 Email:  
managemadagascar@agsmovers.com



## General Instructions: MALAWI (MW)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO)DOS arranged shipments: Contact (GBLOC: TKDK, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information:LilongweTanya Austin AustinT@state.govTel: +265-1-773-166 x3418FSN Contact InformationPeter Chirwa; Grant Chavula ChirwaPA@state.gov;ChavulaGX@state.gov2651773166 x3311; 265 01 77Group Email:LilongweGSOshipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

- a. Shipments do not require US dispatch agent or host county consular clearance. b. Forward ITGBL to US Security Assistance Office, Lilongwe, Department of State, Washington, DC 20521-2280 as soon as possible. c. Advance documentation for HHG/UB/POV should be forwarded to US Security Assistance Office at destination (Lilongwe) as soon as possible.

### 3. CONSUMABLES

DOD and DOS For: Lilongwe, Malawi JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Addis Ababa, Ethiopia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

Lilongwe, Malawi

#### a. ALCOHOLIC BEVERAGES

Importation permitted in HHG as long as individual is diplomatically assigned. No limitation on quantity.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

a. Prior to importation, using a valid Health Certificate and Rabies Vaccination Certificate, obtain an Import Permit through the Embassy from Malawi Department of Veterinary Services. b. Prior to exportation ensure Rabies Vaccine is still active in the animal, obtain a vaccination certificate and an Export Permit (Interterritorial Movement Permit) from the veterinarian.

**7. PRIVATELY OWNED FIREARMS (POF)**

No limit on number of weapons imported. Permit must be applied for prior to entry. Diplomat or not, weapons will be confiscated if paperwork is not correctly completed.

**a. HAND GUNS**

(1) Importation authorized. Fully automatic weapons are prohibited. Semiautomatic handguns are prohibited. (2) Obtain the Ambassador's approval prior to any attempts at acquiring a permit to import or purchasing locally.

**b. RIFLES/SHOT GUNS**

(1) Importation authorized. Fully automatic weapons are prohibited. (2) Obtain the Ambassador's approval prior to any attempts at acquiring a permit to import or purchasing locally.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

(1) Obtain the Ambassador's approval prior to any attempts at acquiring a permit to import or purchasing locally. (2) Requires application for a permit with which acquisition/ purchase of 100 rounds per firearm is allowed.

**8. PRIVATELY OWNED VEHICLES (POVs)**

POVs (includes data on prohibited vehicles, colors, etc.) a. POV should be crated and shipped via Durban, SA. Embassy arranges for transportation from ship side to Lilongwe (costs payable by member unless prior approval is received for onward shipment at Government expense). Non-diplomatic personnel may import only one motor vehicle duty free. POV should be more than 5 years old. POVs should be containerized in a steel shipping container. b. A vehicle owned and

used for at least one year prior to exportation to Malawi will be imported duty-free and should the owner want to, sell it duty-free on condition that he/she will have it for a period of five years from the date of customs clearance after importation. c. All American Government personnel whose status is equal to that of Embassy Administrative and Technical Staff enjoy the privilege to import one vehicle duty-free during the first six months from the date of their initial arrival in Malawi.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

a. POV should be crated and shipped via Durban, SA. Embassy arranges for transportation from ship side to Lilongwe (costs payable by member unless prior approval is received for onward shipment at Government expense). Non-diplomatic personnel may import only one motor vehicle duty free. POV should be more than 5 years old. POVs should be containerized in a steel shipping container.

b. A vehicle owned and used for at least one year prior to exportation to Malawi will be imported duty-free and should the owner want to, sell it duty-free on condition that he/she will have it for a period of five years from the date of customs clearance after importation. c. All American Government personnel whose status is equal to that of Embassy Administrative and Technical Staff enjoy the privilege to import one vehicle duty-free during the first six months from the date of their initial arrival in Malawi.

#### b. MOTOR CYCLES/MOPEDS

Motorcycles/mopeds can be shipped in HHG. Motorcycles for diplomatically assigned personnel are considered POVs. They have to undergo customs clearance, registration and insurance cover has to be obtained in respect of them.

#### c. GASOLINE/CATALYTIC CONVERTERS

Malawi gasoline is leaded. So it is advisable to remove the catalytic converter before shipping.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Under Malawi Law minimum insurance cover required third party. Safety requirements Malawi Government Law requires that driver and passengers in vehicles put on seat belts all the time.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

#### a. CBS

"Importation is PROHIBITED."

#### b. AMATEUR/HAM RADIOS

“No restrictions identified.”

#### c. MARS EQUIPMENT

“Importation is PROHIBITED.”

#### d. DISH ANTENNAS

“No restrictions identified.”

#### e. CORDLESS PHONES

“No restrictions identified.”

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Malawi should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Malawi.

### 13. OTHER

DOS Arranged ITBL Local Agents:MalawiPost: Lilongwe Bureau: AFLocal Agents:1) Cargo Management Logistics GlobalKamuzuInternational Airport Office Mpico Building 1st FloorP.O. Box 40666 Lilongwe 4 Malawi Phonenumber: 265 (0) 1 700 530/501C ontact person/s:Maureen Mzumara OperationsDirector/Flemmings Kapunda – Managing DirectorF ax number:265 (0) 1 700 5032) Stuttafords International RemovalsP.O.Box 2052LilongweMalawiPOC: Obet Matwanje or Willard MunangatiManagersTel: 265 1 712 467Fax: 265 1 710 495Mobile: 265 8 888 68635 Email:stutts@malawi.net3) AGS Malawi Limited,Private Bag 283,Lilongwe, MalawiTel: 265 (01) 759374Cell: 265 (08) 88839528Fax: 265 (01) 759375 Email:manager@agsmalawi.com

## General Instructions: MALAYSIA (MY)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS. NOTE - DoD Agencies supported by the US Embassy, Kuala Lumpur, Malaysia:--DAO - Defense Attache Office--ODC - Office Defense Cooperation(CH 20-MAR-2019 TCJ4-HB RB)

#### a. WEIGHT RESTRICTIONS

Air Force personnel - Kuala Lumpur (Security Assistance Office (SAO) personnel only): 25 percent of JTR weight allowance or 2,500 pounds, whichever is greater.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

Hard lift area for Army (UB only). Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

The Government of Malaysia (GOM) requires the original commercial bill of lading airway bill and/or PPGBL, to include detailed inventory, prior to receipt of shipment in order to initiate customs clearance. Paperwork should be mailed to destination as soon as possible to avoid high demurrage and storage charges. Email: KualaLumpurGSOShippingandCustomsDL@state.gov(CH 12-NOV-2020 TCJ9-OH-Pac RB) a. Malaysian law requires all items brought into the country be exported upon member's departure. Selling imported items in-country requires prior approval of the Malaysian Government. b. UB, HHG, and POV shipments SHOULD NOT arrive in Malaysia prior to member's arrival. (Pre-approval (Green Light) authorization from Post is required prior to shipment) Customs will turn away such shipments and return them to the place of origin. The UB clearance procedure takes about 2 weeks after shipment arrival, HHG clearance takes about 3 weeks and POV clearance takes about 2 months.(CH 11-Apr-2016 SDDC-PAC RB)

### 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location.(CH 05-May-2021 TCJ9-OH-PAC RB)

#### a. ALCOHOLIC BEVERAGES

May not be shipped in personal property shipments.

#### b. CIGARETTES/TOBACCO PRODUCTS

May not be shipped in personal property shipments.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

May be imported.

#### b. TVs/VCRs

Standard American-Made television and video cassette systems (National Television Standard Committee-NTSC) will operate in Malaysia but will not play locally recorded tapes. American made TV sets will pick up the video portion of local broadcasts but not the sound. Local systems (Phase Alternate Lines-PAL) are available, and there is an abundance of shops which rent video tapes. A multiple system TV and or VCR will work with no problem. While there is a mixture of tapes

available, most Embassy personnel currently have VHS systems.

### c. OTHER (i.e. COMPATIBILITY, ETC)

The electrical current is 240 voltage and 50 cycles. Transformers may be provided to those assigned to Embassy housing. Suggest contacting the GSO prior to departure.

## 5. FURNITURE, OVERSIZED

No restrictions identified.

## 6. PETS/QUARANTINE

-----A 30 day quarantine period is required for all pets; however, pets can be released after a 7-day mandatory quarantine requirement upon special request. If you plan to ship a pet, you must contact the American Embassy Kuala Lumpur, General Service Officer (GSO) 30 days prior to shipping. -----Member must submit a request to the American Embassy, ATTN: GSO (KualaLumpurGSOShippingandCustomsDL@state.gov) and provide the following information: quantity, name of pet(s), species, age, sex, breed, color and picture; in addition to the name of the air carrier, flight number, time of arrival, and air waybill number. Upon receipt, the GSO will initiate action to reserve kennel space and upon confirmation will provide member with approval to ship.

-----DO NOT ship your pet until you receive confirmation kennel space is available. -----If planning to ship other than a dog or cat, follow procedures as outlined above requesting advice on GOM restrictions. Inoculation and health certificate must accompany the pet and be attached to the outside of the shipping container. Please note any overtime costs associated directly with the arrival of a pet and associated quarantine processing will be at the member's expense.-----Further information can be obtained from the GSO:  
KualaLumpurGSOShippingandCustomsDL@state.gov(CH 12-NOV-2020 TCJ9-OH-Pac RB)

## 7. PRIVATELY OWNED FIREARMS (POF)

Importation is PROHIBITED.

### a. HAND GUNS

Importation is PROHIBITED.

### b. RIFLES/SHOT GUNS

Importation is PROHIBITED.

### c. TOY RELATED GUNS

Importation is PROHIBITED.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Importation is PROHIBITED.

## 8. PRIVATELY OWNED VEHICLES (POVs)



#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) Vehicles more than 5 years old are permitted to enter into Malaysia, but MUST be exported out of Malaysia upon tour completion. Ship in sea container to Port Kelang. (2) Consign to: Name of member, c/o GSO, American Embassy, 376 Jalan Tun Razak, 50400, Kuala Lumpur, Malaysia. (3) The bill of lading for a POV should provide complete description including: make, type, year model, engine capacity, engine number, chassis (serial) number, and color. This information MUST also be sent IMMEDIATELY to the GSO by message for advance approval to import a vehicle. Email: KualaLumpurGSOShippingandCustomsDL@state.gov(CH 12-NOV-2020 TCJ9-OH-Pac RB) (4) The average time required to process paperwork for the POV is two months. POV procedures are longer because another agency, the Road Transport Department, is involved in the registration and licensing process. (5) The original car title, or a certified true copy is required for the import permit to be issued.(CH 11-Apr-2016 SDDC-PAC RB)

#### b. MOTOR CYCLES/MOPEDS

---Motorcycles are considered POVs by The Government of Malaysia, so separate custom declarations are required. ---Customs requires motorcycles be shipped as a separate shipment for Customs clearance and inspection. ---Motorcycles can be imported Duty-free. However, an individual may only import ONE duty-free vehicle be it a car/motorcycle/moped. If both are shipped, individual will be required to pay importation fee for one of the two vehicles. Import Duties and registration fees are costly.(CH 11-Apr-2016 SDDC-PAC RB)

#### c. GASOLINE/CATALYTIC CONVERTERS

There is no requirement to remove catalytic converters. Leaded and unleaded gasoline are available locally.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Third party insurance is required and can be obtained upon arrival. With a letter from your previous/current car insurance company stating how long you have had no claims, reduced insurance rates may be obtained. The following is a basic listing of POV inspection standards required:

- (1) Serial numbers of motor and chassis must be the same as stated on vehicle registration.
- (2) All tires must have at least 1mm tread over the complete tire surface.
- (3) Exhaust system: No rusted out or leading exhaust system components allowed. Exhaust systems with cutouts, fiberglass-packed, or straight through exhaust system are not allowed.
- (4) Brakes: A mismatch of 20 or more between wheels, as measured on the brake wheel drag machine. Hand brake must hold vehicle on incline.
- (5) Wheel Alignment: Wheels must be able to be turned to full right or full left without jamming or rubbing any part of vehicle. Tierod steering arm assemblies must not be damaged or worn.
- (6) Lights: All installed lights must be operational. All automobiles must have a third brake light mounted inside the rear window. All automobiles must have a center high-mounted brake light.
- (7) Exterior Condition: Missing fenders, broken windows, extensive body damage, deterioration, broken springs, or oil leaks are not allowed.
- (8) Horns: Must be equipped with a horn and it must be operational. Horns must not be extremely loud or be confused with emergency vehicles or police.
- (9) Seat Belts: Required for the front seat of the vehicle.
- (10) Tinted Windows: Vehicles with windows and windscreens tinted more than fifty percent visibility are not

allowed in Malaysia. (11) Traffic in Kuala Lumpur is heavy and disorganized and it moves on the left with the steering on the right, i.e., cars are right-hand drive (RHD). Motorbikes are abundant and generally do not follow traffic rules. For these reasons small or medium-size cars are more practical. Japanese and European automobiles may be ordered locally from their manufacturers. Many employees have ordered reconditioned cars from Japan with good results.

(12) Left-hand drive cars are permitted in Malaysia but are not recommended due to the traffic conditions in Kuala Lumpur. They also have limited resale value. (13) If you plan to import an American car, bring along extra belts, plugs, windshield wipers, oil and fuel filters, etc., as spare parts are often expensive or difficult to find. Parts, for most foreign makes and service are readily available. While service is relatively inexpensive, parts are expensive. (14) Members who will drive in Malaysia must obtain a Malaysian driver's license after arrival. If you possess a U.S. or other foreign driver's license, conversion to Malaysian driver's license will be issued upon Ministry of Foreign Affairs approval. (CH 11-Apr-2016 SDDC-PAC RB)

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Importation is prohibited.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

## 11. TRANSMITTING EQUIPMENT

Prior approval is required from Ministry of Telecommunication and Energy of Malaysia.

### a. CBS

Malaysian Government approval is required prior to shipment. The following information must be furnished to the GSO: make, model, range and transmission frequencies.

### b. AMATEUR/HAM RADIOS

Malaysian Government approval is required prior to shipment. The following information must be furnished to the GSO: make, model, range and transmission frequencies.

### c. MARS EQUIPMENT

Malaysian Government approval is required prior to shipment. The following information must be furnished to the GSO: make, model, range and transmission frequencies.

### d. DISH ANTENNAS

Importation is prohibited.

### e. CORDLESS PHONES

No restrictions Identified.

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation, or relocating dependents to Malaysia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Malaysia (GOM).

### 13. OTHER

No Restrictions Identified.

## General Instructions: MALDIVES (MV)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: MLNQ, US NAVY Fleet Logistic Pearl Harbor) DOS arranged shipments: Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

Hard lift area for Army (UB only). Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD and DOS For: Maldives, Maldives.JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition.The JTR identifies Addis Ababa, Ethiopia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

“No restrictions identified.”

a. CBS

“No restrictions identified.”

b. AMATEUR/HAM RADIOS

“No restrictions identified.”

c. MARS EQUIPMENT

“No restrictions identified.”

d. DISH ANTENNAS

“No restrictions identified.”

e. CORDLESS PHONES

“No restrictions identified.”

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation, or relocating dependents to Maldives should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Maldives.

## 13. OTHER

No Restrictions Identified.

## General Instructions: MALI (ML)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: TDDK, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.Refer to 2024 Service Recognition Package for Special Incentive Posts.(Bamako)GSO Contact Information:BamakoAbdulrahman Habeeb habeebam@state.govPhone: Tel: +223 20 70 24 63 | FSN Contact Information:Abdoulaye Sidibe sidibea@state.govPhone: +223 20 70 24 61 | +22Group Email:BamakoGSOShipping\_Custom@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.(Bamako)HHE consisting of 7200 pounds net weight per tour.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

Hard lift for Army, Air Force, and Marine Corps. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.(Bamako)UAB consisting of 250 pounds gross weight

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS



A copy of the airway bill and a complete inventory should be forwarded to the General Services Officer at the Embassy well in advance of the shipment. This is a must.

### 3. CONSUMABLES

DOD and DOSJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Bamako, Mali as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

Importation is authorized only for national feasts, visits of VIP's and for the Ambassador.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Must be for real medical needs.

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

5. FURTNITURE, OVERSIZED

"No restrictions identified."

6. PETS/QUARANTINE

"No restrictions identified."

7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

a. HAND GUNS

"Importation is PROHIBITED."

b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

c. TOY RELATED GUNS

No restrictions identified.

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

8. PRIVATELY OWNED VEHICLES (POVs)

DOS arranged shipments(Bamako)Option for POV shipment or emergency storage

a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

“No restrictions identified.”

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

“No restrictions identified.”

**11. TRANSMITTING EQUIPMENT**

“No restrictions identified.”

**a. CBS**

“No restrictions identified.”

**b. AMATEUR/HAM RADIOS**

“No restrictions identified.”

**c. MARS EQUIPMENT**

“No restrictions identified.”

**d. DISH ANTENNAS**

“No restrictions identified.”

**e. CORDLESS PHONES**

“No restrictions identified.”

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Mali should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Mali.

**13. OTHER**

DOS Arranged ITBL Local Agents:MaliPost: Bamako Bureau: AFLocal Agents:TRANSIT-MANUTENTION-SERVICES (TMS SARL)Kalaban-Coura Route de l’Aéroport Street 282 Door92Derrière la Station Total dénommée « les 30 mètres»PO Box : E5184 - Office Phone: +223 20 28 79 79POC : Mr. Oumar Diakite and Mr. Lamine TraoreMobiles Phones : +223 66 75 40 65 / +223 66 7534 87Emails : oumarb.diakite@tmsmali.com /lamine.traore@tmsmali.comBamako - MaliAGS BamakoRoute de SogonikoBP E 693 - Rue 131Bamako, MaliTel: 223 220 13 78Fax: 223 220 27 32Contacts:Loic DELCON, email: loic.delcon@agsglobalsolutions.com;Moussa Barry, email: moussa.barry@agsglobalsolutions.com;Website: www.ags-worldwidemovers

## General Instructions: MALTA (MT)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: UIDK, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:VallettaAnnie Bohlen bohlenam@state.govTel: +35625614109FSO Contact Information:Jonathan Attard attardj@state.gov+35625614136Group email.VallettaShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

Hard lift for Army, Air Force, and Marine Corps. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Mail copies of shipping documents to General Services Officer, American Embassy, Department of State, Washington, DC 20521-5800. Malta requires a copy of commercial bill of lading and/or PPGBL prior to receipt of shipment in order to initiate customs clearance.

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified." .

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

Any importation of animals must be authorized by the Government of Malta (GOM). The GOM has imposed a total ban on the entry of monkeys. Dogs and cats may be imported dependent upon the country of origin. However, animals will have to go through a quarantine procedure. These are no exceptions to this requirement. The quarantine period could last from one to six months depending upon the country of origin. Importation of dogs and cats from the United States require a one month quarantine period provided that the criteria outlined by the GOM is met. Failure to meet the criteria established will require immediate exportation of the animal from Malta or the animal being destroyed. In order to facilitate the permission of the GOM for the importation of pets, all personnel desiring to import a pet should contact the GSO section as soon as possible.

## 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

### a. HAND GUNS

"Importation is PROHIBITED."

### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

### c. TOY RELATED GUNS

"Importation is PROHIBITED."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

### a. POVs (includes data on prohibited vehicles, colors, etc.)

POVs are required to have license tags affixed to the vehicle after it is removed from the container. Due to a registration delay of 60-90 days, these tags will act as interim tags for operation of the vehicle in the country of Malta. During this period, it is the members responsibility to have the vehicle assessed by customs, insured and subsequently registered with the GOM. Persons assigned to the American Embassy will have these items expedited by the GSO. All other private persons, retirees and separating personnel must conduct this procedure on their own and be prepared to pay duty to the GOM on the assessed value of the vehicle. Persons assigned to the American Embassy are exempt from duty and taxes on ONE vehicle only.

### b. MOTOR CYCLES/MOPEDS

Members assigned to Marine Security Guard Battalion (State Department) are not authorized to ship or operate motorcycles or mopeds. No other restrictions identified.

### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded fuel is available.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Insurance is required before the vehicle being released from the port facility. Recommend the member obtain insurance from a stateside vendor before shipment.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“Importation is PROHIBITED.”

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“No restrictions identified.”

### 11. TRANSMITTING EQUIPMENT

Use of transmitting or receiving equipment which requires placing antennas or equipment outside or on top of the home requires Government of Malta Planning Authority approval before such equipment can be installed.

#### a. CBS

“No restrictions identified.” other than stated above.

#### b. AMATEUR/HAM RADIOS

“No restrictions identified.” other than stated above.

#### c. MARS EQUIPMENT

“No restrictions identified.” other than stated above.

#### d. DISH ANTENNAS

“No restrictions identified.” other than stated above.

#### e. CORDLESS PHONES

“No restrictions identified.”

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Malta should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Malta.

### 13. OTHER

DOS Arranged ITBL Local Agents:Post: Valletta Bureau: EURLocal Agents:Cube  
Relocations:18, Triq Hal-WardaAttard ATD 1406, MaltaPOC: Chris Vassallo- CEO  
Tel: 356 2721 2721Fax: 356 2142 1197Cell: 356 9949  
3400Email:Chris@cuberelocations.com;Clint@cuberelocations.com  
moves@cuberelocations.comWeb-site:www.cuberelocations.com  
Express GroupAddress:Velbro HouseQormi roadLuqa- Malta  
LQA9040POC: Jesmond Mifsud- SeniorSales ManagerEmail:  
jmifsud@expressgroup.comTel: +356-25589303



## General Instructions: MARSHALL ISLANDS (MH)

### 1. SHIPMENT INSTRUCTIONS

OTHER SHIPMENTS FOR MAJURO AND EBEYE, MARSHALL ISLANDS:FLC Det Marianas Guam is the responsible origin and destination PPSO for shipments to and from the islands of Majuro and Ebeye, Republic of Marshall Islands. Refer to Joint Region Marianas Guam Installation page for consignment instructions. (SDDC Pacific-3 30 12) SHIPMENTS TO KWAJALEIN, MARSHALL ISLANDS (PFAE):DPM/AMC is the only UB/HHGs mode of service into and out of US Army Kwajalein Atoll. Kwajalein is serviced two times per week by AMC flights via 757 aircraft and once per month via C-17. To expedite service, request TSP/agents utilize maximum-height UB/HHG containers to 80 (eighty) inches to allow for movement on 757 aircraft. The monthly C-17 flights can accommodate Type II containers. – DPM/AMC shipments should be routed via APOE-SUU, 60 APS, 90 RAGSDALE ROAD, BLDG 977, TRAVIS AFB, CA 94535-2941, consigned to Transportation Office, US Army Kwajalein Atoll, Marshall Islands, marked for customer and unit of assignment, with final destination APOD as KWA-Kwajalein, MH. – All DPM shipments must be properly packaged/documented IAW DTR Part IV, Appendix G and HHGs must be advanced into the airlift system IAW DTR Part II prior to arrival at SUU. – In the event the origin PPSO does not have DPM contractor capabilities, the PPSO should consider one of the following options: -----1. Obtain required packing/crating services under local purchase provisions before shipping to SUU for entry into the airlift system. -----2. Ship via DPS (Code D, intrastate/interstate) to the nearest DPM contractor within the PPSOs respective AOR to obtain required DPM services before shipping to SUU for entry into the airlift system. -----3. Containerized Code 2 shipment via DPS provided TSP acknowledges TSP-owned containers may not return from the overseas area. When utilizing Code 2, PPSO must prepare and provide the TSP origin agent with Military Shipping Label(s) for container markings and a packing list containing TCMD, DD Form 1299 and Travel Orders to avoid refusal/delays at the SUU APOE. Ensure shipment has "No SIT authorized" so the destination agent is more apt to direct deliver to Travis AFB (SUU). – IN ALL CASES, PPSO must forward a copy of advanced documentation (e.g.-TCMD, DD Form 1299 and Travel Orders, etc.,) to the APOE (SUU-Travis AFB, CA) prior to shipment arrival to: 60APS.TROTD.TMODocumentation@us.af.mil and 60aps.csb@us.af.mil – DPM UB/HHG shipments from the Far East (e.g.-APOEs: MSJ, OKO, DNA, OSN, UAM, RCM, ASP---transiting HIK) and other overseas activities should reflect the origin APOE and reflect APOD as KWA noted above. (CH 27-Oct-2021 TCJ9-OH-Pacific RB)DOS ARRANGED MOVES"EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO PPSOS SHALL FOLLOWTHE FOLLOWING INSTRUCTIONS:a. ENSURE MEMBER EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE

MEMBER EMPLOYEES ORDERS VIA FAX EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891 0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

Full JTR weight allowance is authorized to/from Kwajalein. However, quarters vary in size, member should contact sponsor to determine quarter size prior to shipping. Basic Government furnished appliances are available with exception of dishwasher. There is no authorized storage facility at this installation. Excess HHG that cannot be stored in the quarters or UPH are the member's/employee's responsibility. Commercial storage facilities are unavailable. The member/employee incurs all costs to ship the excess HHG back to CONUS for storage. (SDDC Pacific-3/30/12)

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location. (CH 05-May-2021 TCJ9-OH-PAC RB)

#### a. ALCOHOLIC BEVERAGES

No restrictions on importation to Kwajalein. However, the Republic of the Marshall Islands (RMI) prohibits the importation of alcoholic beverages to the islands of Ebye, Majuro and other outlying islands within the Marshall Islands. (CH)

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions on importation to Kwajalein. However, the Republic of the Marshall Islands (RMI) prohibits the importation of cigarettes/tobacco products to the islands of Ebye, Majuro and other outlying islands within the Marshall Islands. (CH)

#### c. COSMETICS

No restrictions identified.

**d. FOOD STUFFS AND MEATS**

Dry canned/package goods only.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT**

UNMANNED AERIAL VEHICLES (DRONES) Per USAG-KA Policy Memorandum 190-12, dated 30-Jul-2016, drones are limited to not more than 15 pounds, must be flown within 50 feet of the operator, and cannot be flown above 200 feet above ground level. All drones are not to be operated on any island that the US Army Installation occupies. (CH 24-JUN-2019 TCJ4-HB-PAC RB)

**a. HOME COMPUTERS**

No restrictions.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

Pets are authorized but restricted to dogs and cats. Prior approval from the Provost Marshall is required and pets are subject to Republic of Marshall Islands quarantine laws. Before shipping pets, coordinate with sponsor and US Army Kwajalein Atoll Provost Marshall, at DSN 254-3530, COMM: (805) 335-3530.

**7. PRIVATELY OWNED FIREARMS (POF)**

Importation is prohibited.

**a. HAND GUNS**

No Restrictions Identified.

**b. RIFLES/SHOT GUNS**

No Restrictions Identified.

**c. TOY RELATED GUNS**

No Restrictions Identified.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No Restrictions Identified.

### 8. PRIVATELY OWNED VEHICLES (POVs)

POVs are prohibited to Kwajalein. Republic of Marshall Islands however allows the shipment of POVs to the Island of Majuro and Ebeye. Vehicles shipped to Majuro and Ebeye are subject to the national importation taxes regardless of the length of time the member owned the vehicle. For more information regarding the levies or importation taxes for Majuro/Ebeye, please contact Mr. Thomas Maus, Military Liaison, U.S. Embassy Majuro, (692)247-4011 ext 235; maustra@state.gov (sddc pac, mso 6/15/12)

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

No Restrictions Identified.

#### b. MOTOR CYCLES/MOPEDS

Importation to Kwajalein is prohibited. Republic of Marshall Islands however allows the shipment of motorcycles to the Island of Majuro and Ebeye. Motorcycles are subject to national importation taxes regardless of the length of time the member owned the motorcycle. For more information regarding the levies or importation taxes for Majuro/Ebeye, please contact Mr. Thomas Maus, Military Liaison, U.S. Embassy Majuro, (692)2474011 ext 235; maustra@state.gov (sddc pac, mso 6/15/12)

#### c. GASOLINE/CATALYTIC CONVERTERS

No Restrictions Identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

No Restrictions Identified.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Importation is prohibited.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Importation of plants are prohibited.

### 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

#### a. CBS

No restrictions.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.(CH 24-JUN-2019 TCJ4-HB-PAC RB)

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Separating and retiring to Kwajalein is not authorized. Majuro and Ebeye: Personnel contemplating retirement, separation or relocating dependents to Majuro or Ebeye should be counseled that all custom entry requirements, to include payment of duties, taxes, custom inspection fees, etc. remain the responsibility of the member and is a personal matter between the member and the Government of Majuro and Ebeye. Origin transportation officers must ensure personal property shipments are clearly marked/identified as belonging to a separatee/retiree on GBLs, orders, and other documents notifying destination agents/transportation offices the shipment belongs to a separatee/retiree. (sddc pac mso 6/15/12)

**13. OTHER**

Only non-motorized kayaks/canoes/paddle boards/surf boards/wind sailers, etc with a maximum up to 14 feet are authorized in DPM household goods into Kwajalein. All other boats and any lengths over 14 feet are prohibited utilizing government transportation.(CH 30-Nov-2020 TCJ9-OH-Pac RB)

## General Instructions: MARTINIQUE (MQ)

### 1. SHIPMENT INSTRUCTIONS

DOS arranged shipments: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Nouakchott Larry Dagenais  
Nouakchott GSOShipping@state.gov Tel: 222-4-525-2660 x4732 FSN Contact  
Information: Oumar Amar ; Bounena El Aide Nouakchott GSOShipping@state.gov Tel: +222 4525 2660 x24436 Group Email: Nouakchott GSOShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

**a. ALCOHOLIC BEVERAGES**

"No restrictions identified."

**b. CIGARETTES/TOBACCO PRODUCTS**

"No restrictions identified."

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

c. TOY RELATED GUNS

No Restrictions Identified.

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

11. TRANSMITTING EQUIPMENT

"No restrictions identified."

a. CBS

"No restrictions identified."

b. AMATEUR/HAM RADIOS

"No restrictions identified."

c. MARS EQUIPMENT



“No restrictions identified.”

#### d. DISH ANTENNAS

“No restrictions identified.”

#### e. CORDLESS PHONES

“No restrictions identified.”

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Martinique should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Martinique.

### 13. OTHER

None

## General Instructions: MAURITANIA (MR)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: TSDM, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:NouakchottLarry Dagenais NouakchottGSOShipping@state.govTel: 222-4-525-2660 x4732FSN Contact Information:Oumar Amar ;Bounena El Aide NouakchottGSOShipping@state.govTel: +222 4525 2660 x24436Group Email:NouakchottGSOShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD and DOS For: Nouakchott, Mauritania JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Nouakchott, Mauritania as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

**6. PETS/QUARANTINE**

“No restrictions identified.”

**7. PRIVATELY OWNED FIREARMS (POF)**

“Importation is PROHIBITED.”

**a. HAND GUNS**

“Importation is PROHIBITED.”

**b. RIFLES/SHOT GUNS**

“Importation is PROHIBITED.”

**c. TOY RELATED GUNS**

“No restrictions identified.”

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

“Importation is PROHIBITED.”

**8. PRIVATELY OWNED VEHICLES (POVs)**

“No restrictions identified.”

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

“No restrictions identified.”

**b. MOTOR CYCLES/MOPEDS**

“No restrictions identified.”

**c. GASOLINE/CATALYTIC CONVERTERS**

“No restrictions identified.”

**d. INSURANCE AND SAFETY REQUIREMENTS**

“No restrictions identified.”

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

“No restrictions identified.”

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

“No restrictions identified.”

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

a. CBS

"No restrictions identified."

b. AMATEUR/HAM RADIOS

"No restrictions identified."

c. MARS EQUIPMENT

"No restrictions identified."

d. DISH ANTENNAS

"No restrictions identified."

e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Mauritania should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Mauritania.

## 13. OTHER

DOS Arranged ITBL Local Agents:Country: MauritaniaPost: Nouakchott Bureau: AFLocal Agents:2) TERRE AIR MER MAURITANIEContact: Olivier LCHAUTAddress: Quartier MEDINA - BP 3058Email : olivier@tamm-di.comNOUAKCHOTT - MAURITANIE TEL : +222 45 21 84 10 FAX : +222 45 29 23 83PORTABLE MAURITANIE : +222 36 20 37 37PORTABLE FRANCE : +33 6 64 91 01 98www.tamm-di.com1) AGS Frasers MauritaniaZI du Ksar - Lot 71BP 3936 Nouakchott, MauritaniaPOC: Thibault MalezieuxTel: 222 4 525 99 40/41Fax: 222 525 99 41/42Cell: 222 658 25 55POC: FRANK BONNETEmail: direction-mauritanie@agsmovers.comTuesday,

## General Instructions: MAURITIUS (MU)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: RRDK, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:Port LouisShannon Sibayan SibayanSM@state.govvTel: (230) 202 4436FSN Contact Information:Brenda Rajinundun; Sadasee rajinundunbx@state.gov;ChellapenSR@state.gov(230) 202-4429; (230) 202 441Group Email:None Listed

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

Validate consumables allowance authorization within the JTR.

**a. ALCOHOLIC BEVERAGES**

“No restrictions identified.”

**b. CIGARETTES/TOBACCO PRODUCTS**

“No restrictions identified.”

**c. COSMETICS**

“No restrictions identified.”

**d. FOOD STUFFS AND MEATS**

“No restrictions identified.”

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

“No restrictions identified.”

**4. ELECTRICAL EQUIPMENT**

“No restrictions identified.”

**a. HOME COMPUTERS**

“No restrictions identified.”

**b. TVs/VCRs**

“No restrictions identified.”

**c. OTHER (i.e. COMPATIBILITY, ETC)**

“No restrictions identified.”

**5. FURTNITURE, OVERSIZED**

“No restrictions identified.”

**6. PETS/QUARANTINE**

“No restrictions identified.”

**7. PRIVATELY OWNED FIREARMS (POF)**

“Importation is PROHIBITED.”

**a. HAND GUNS**

“Importation is PROHIBITED.”

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**



“No restrictions identified.”

#### d. DISH ANTENNAS

“No restrictions identified.”

#### e. CORDLESS PHONES

“No restrictions identified.”

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Mauritius should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Mauritius.

### 13. OTHER

DOS Arranged ITBL Local Agents:MauritiusPost: Port Louis Bureau: AFLocal Agents:1) Service de Deménagement InternationalTMC Freeport Zone 6Mer RougePort, Louis, MauritiusPOC: Sam SooprayenTel: 230 206 2638Fax: 230 206 2639Email: demenage@intnet.mu3) AGS FRASERS INTERNATIONAL MOVERSARSENALMAURITIUSMANAGER: ERWAN VERGERTEL. NO: 230 764 0020EMAIL: manager-mauritius@agsmovers.comINTERNET: www.agsfrasers.com2) Velogic LimitedTMC Freeport Zone 7Mer Rouge, Port LouisPOC: Mr. Joel LefebureTel : 2065000 - Direct Line - 2065123Mobile - 2517770Email- joel.lefebure@velogic-mu.comMr.Nayaz LallbahadurTel : 2065000 - Direct Line - 2065111Mobile - 2535200Email- nayaz.lallbahadur@velogic-mu.com

## General Instructions: MAYOTTE (YT)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments:Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

"No restrictions identified."

### 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

#### a. HAND GUNS

"Importation is PROHIBITED."

#### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Mayotte should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Mayotte.

**13. OTHER**

None.

## General Instructions: MEXICO (MX)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

- a. The Government of Mexico requires a detailed item listing of the contents of each container. To satisfy this requirement, the Embassy GSO must be provided a legible copy of the inventory which is translated into Spanish and included with the request for free entry.
- b. It is imperative origin ITOs forward this legible copy of the inventory and a copy of the PPGBL showing the number of outer containers, total weight of shipment (either net or gross), estimated value of shipment, and port of entry to the Embassy GSO as soon as available. It takes approximately 5 6 weeks after

receipt of this data to obtain the import permit and nonreceipt of the above documentation or omission of any of the required information will cause delay and serious hardship for member and family. c. Although the initial destination is to a point in CONUS (Brownsville, Texas), this is only a transfer point for onward movement to Mexico. Shipments must be packed for overseas delivery. Shipments remain in Brownsville, Texas until the Mexican Government processes and approves this request for free entry. d. After approval, it normally takes 2-3 weeks for delivery of HHG to owner. New arrivals should anticipate spending 5 to 9 weeks in temporary quarters without HHG and should plan accordingly. e. In order to avoid storage charges, please ship HHG, UAB and POV to coincide with the arrival at post of the member. The GOM will not issue any import permits, nor release any shipments until member is country and has been accredited.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions as long as no excessive quantities are shipped.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

## 5. FURTNITURE, OVERSIZED

No restrictions identified.

## 6. PETS/QUARANTINE

Veterinarian's certificate of good health and rabies vaccination certificate are required. These documents must be certified, for a fee, by a Mexican Counsel. To avoid duty fees, a free entry permit, which takes from 4 to 6 weeks to secure, is required. This permit may only be requested when member is in country and has been officially reported to Mexican Government. We recommend member bring pet in POV or as excess baggage in order to avoid customs brokerage fees and the need to leave it in customs overnight.

## 7. PRIVATELY OWNED FIREARMS (POF)

NOT AUTHORIZED FOR IMPORTATION INTO MEXICO (ch:11/7/2018)NOTE: If any government military or civilian member imports any weapons (firearms, ceremonial sabers, swords, bayonets, etc) into Mexico their HHG/UAB will be seized by the Government of Mexico Customs authority and possible charges levied against the DoD member.

### a. HAND GUNS

Not authorized for importation into Mexico

### b. RIFLES/SHOT GUNS

See above.

### c. TOY RELATED GUNS

Non-firing replica's of military pistols, grenades (to include "take a number toy grenades"), rifles, and etc are not authorized for importation in HHG/UAB or mailing via any U.S. Embassy mailing services.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Not Authorized for importation

## 8. PRIVATELY OWNED VEHICLES (POVs)

Effective immediately POVs of any age can be imported into Mexico for any member arriving in diplomatic status. There is longer a required waiting period of three years between the time that an imported vehicle is purchased or imported by a U.S. Direct Hire (USDH) employee at post and the time they are able to nationalize the vehicle for sale on the local market in Mexico. POVs may be nationalized at any point after they are imported or purchased but no less than six months before the owner's departure from post. Please see below for more details on the nationalizing process.(1) Following are the Government of Mexico's (GOM) laws concerning importation of privately-owned and official vehicles. These laws were implemented on January 1, 1992, and are still current. (a) Within certain dollar limitations which must be verified with post management, all



types of vehicles can be imported and sold. (c) All other accredited US personnel are allowed to import one US vehicle of any model or make. Also, these employees are allowed to purchase one Mexican made vehicle, which is exempt from value added taxes (IVA). According to GOM law, it is illegal to import vehicles under a Temporary Import Permit (TIP) and keep them in country. (d) Vehicles should be shipped and consigned to: US Logistics Center, 225 South Vermillon Avenue, Brownsville, TX 78521; telephone: 956-725-6803; FAX: 011-525-207-5080. (e) Following are the documents needed to register a personal (imported) vehicle in Mexico. (1) Import Permit issued at the border by the Mexican Government at the time of your entrance into country. (2) Original Title or Certificate of Origin. These documents must be under the employees name. (3) Copy of bill of sale, also known as an invoice. If the original document is not available, a certified and notarized copy of the bill of sale must be provided to SRE. Bill of sale must contain name of owner, VIN or engine number, year, color, make, and model. If the vehicle was purchased through a credit union or bank, these institutions must issue a letter stating that the original document is being held by them. The price must appear in the letter. The letter must be signed and notarized by a notary public and attested to by a Mexican Consulate in the United States. (4) Proof of Mexican third party Liability insurance. (f) Once all the necessary and completed documents have been turned in to GSO, Customs and Shipping will begin the process to register your vehicle. Expect to wait four to six weeks to receive your diplomatic license plates. During the Christmas and Easter holidays, this process can take considerably longer as the SRE is closed for business during these times. (2) Vehicle Purchased in Mexico: The following documents are necessary to register a vehicle purchased in Mexico. (a) A photo copy of the bill of sale or invoice endorsed to the employee. (b) Proof of third party insurance. As with imported vehicles, it will take three to four weeks for the SRE to issue the diplomatic plates for a locally purchased vehicle. Please refer any questions or requests for assistance to your post's Customs and Shipping team or to the Customs and Shipping team in Mexico City at MexicoCityCS@state.gov.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) Following are the Government of Mexico's (GOM) laws concerning importation of privately-owned and official vehicles. These laws were implemented on January 1, 1992, and are still current. (a) Within certain dollar limitations, all types of vehicles can be imported and sold. (b) POV's for the Chief of Mission can be imported for the term of assignment, but the value cannot exceed 60,000 US dollars. Additionally, these employees are allowed to buy two Mexican made vehicles which are exempt from value added taxes (IVA). (c) All other accredited US personnel are allowed to import one US vehicle of any model or make, as long as the value does not exceed 30,000 US dollars. Also, these employees are allowed to purchase one Mexican made vehicle, which is exempt from value added taxes (IVA). According to GOM law, it is illegal to import vehicles under a Temporary Import Permit and keep them in country. (d) Vehicles should be shipped and consigned to: US Logistics Center, 225 South Vermillon Avenue, Brownsville, TX 78521; telephone: 956-725-6803; FAX: 011-525-207-5080. (e) Following are the documents needed to register a personal (imported) vehicle in Mexico. (1) Import Permit issued at the border by the Mexican Government at the time of your entrance into country. (2) Original Title or Certificate of Origin. These documents must be under the employee's name. (3) Copy of bill of sale, also known as an invoice. If the original document is not available, a certified and notarized copy of the bill of sale must be provided to SRE. Bill of sale must contain name of owner, VIN or engine number, year, color, make, and model. If the vehicle was purchased through a credit union or bank, these institutions must issue a letter stating that the original document is being held by them. The price must appear in the letter. The letter must be signed and notarized by a notary public and attested to by a Mexican Consulate in the

United States. (4) Proof of Mexican third party Liability insurance. (f)  
Once all the necessary and completed documents have been turned in to GSO, Customs and Shipping will begin the process to register your vehicle. Expect to wait four to six weeks to receive your diplomatic license plates. During the Christmas and Easter holidays, this process can take considerably longer as the SRE is closed for business during these times. (2) Vehicle Purchased in Mexico: The following documents are necessary to register a vehicle purchased in Mexico. (a) A photo copy of the bill of sale or invoice endorsed to the employee. (b) Proof of third party insurance. As with imported vehicles, it will take three to four weeks for the SRE to issue the diplomatic plates for a locally purchased vehicle.

#### b. MOTOR CYCLES/MOPEDS

For motorcycles importation is prohibited. For mopeds no restrictions identified.

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Need Mexican third party liability insurance.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No restrictions identified.

#### a. CBS

May be imported. Permit to operate must be issued by Mexican Government.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

No restrictions.

#### d. DISH ANTENNAS

No restrictions identified.

#### e. CORDLESS PHONES

No restrictions identified.

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

a. Personnel contemplating retirement, separation or relocating dependents to Mexico should be counseled that all customs entry requirements to include duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Mexico.

### b. RESTRICTIONS ON SHIPMENTS OF RETIRED PERSONNEL OR DEPENDENTS RESIDING IN MEXICO:

Transportation officers are prohibited from shipping personal effects of above categories to the Brownsville, TX address. Mexican law does not allow the Embassy to request free entry permits nor process such shipments into Mexico. Shipments for any individual not officially assigned to duty in Mexico must be processed into Mexico by a registered customs broker (offices are located in all border cities). It is emphasized that the Embassy will not accept such shipments if sent to the Brownsville, TX address, and originating transportation officers must brief individuals on these restrictions in order to avoid considerable hardship and financial liability incurred due to customs duties imposed by the Mexican Government.

## 13. OTHER

No restrictions identified.

## General Instructions: MIDWAY ISLANDS (QM)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: MOLDOVA (MD)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: VFDK, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:ChisinauKaren Antonyan AntonyanKA@state.govTel373 22408478FSN Contact Information:Vladislav Cojuhari; Angela MelCojuhariVV@state.gov;MelnicAV@state.gov;Tel: 37322-408363;022040836Group Email>GSO-Shipment-DL@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS



DOS Arranged Moves: Household Goods and Unaccompanied Baggage shipments are cleared in one day. In order to clear them through Customs we need the original Bill of Lading, copy of the airway bill, the packing list and a copy of the employee's passport. Household Goods/Unaccompanied baggage and POV should be sent directly to post and consigned to: 103 Alexei Mateevici Chisinau, Moldova 2 American Embassy For (employee's initials)

### 3. CONSUMABLES

JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Chisinau, Moldova as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

To import agricultural products a certificate from the manufacturer is needed, with an expiration date at least half a year from the date of manufacturer. If meat stuff is imported, a veterinarian certificate from the exported country is required.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

### c. OTHER (i.e. COMPATIBILITY, ETC)

Houses have 220 volt current.

## 5. FURTNITURE, OVERSIZED

"No restrictions identified."

## 6. PETS/QUARANTINE

There is no restriction on importation of pets. Pets should fly with member/dependents, not shipped as cargo. A rabies shot must be done exactly 10 days before the arrival in country. When pet arrives at the airport the veterinarian will complete a medical certificate and a fee of \$4.00 is charged. Embassy must know in advance the size of the cage, and the weight of the pet in the cage.

## 7. PRIVATELY OWNED FIREARMS (POF)

POFs can be imported only if the owner has a hunting contract or a contract for a shooting competition. The Ministry of Internal Affairs must authorize the importation in advance of shipment.

### a. HAND GUNS

Handguns can be imported only if the owner has a hunting contract or a contract for a shooting competition. The Ministry of Internal Affairs must authorize the importation in advance of shipment.

### b. RIFLES/SHOT GUNS

Rifles and Shotguns can be imported only if the owner has a hunting contract or a contract for a shooting competition. The Ministry of Internal Affairs must authorize the importation in advance of shipment.

### c. TOY RELATED GUNS

Can be imported but require proof that they are only toys, otherwise permission is required from the Ministry of Internal Affairs Officials (MIA).

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Can be imported by require authorization from the MIA. Not authorized in household goods or unaccompanied baggage shipments.

## 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

### a. POVs (includes data on prohibited vehicles, colors, etc.)

There are no prohibited vehicles or colors. Vehicles must be left hand driven. POV cannot be cleared prior to employee's arrival at Post. Vehicles with dark tinted windows are not permitted entry. POV should be registered in another country and have proper license plates before shipment. In order to speed up the car registration process the "certificate of origin" needs to be sent in advance to Post.

The Original Bill of Lading, correct consignee data, shipper, RDD, type of vehicle, color, VIN/serial number, license plate should be forwarded to American Embassy, Chisinau, Attn: Shipping.

#### b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

#### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

#### d. INSURANCE AND SAFETY REQUIREMENTS

Car insurance must be obtained from a local insurance company upon arrival.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is PROHIBITED."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

#### a. CBS

"No restrictions identified."

#### b. AMATEUR/HAM RADIOS

"No restrictions identified."

#### c. MARS EQUIPMENT

"No restrictions identified."

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation, or relocating dependents to Moldova should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Moldovan Government.

**13. OTHER**

DOS Arranged ITBL Local Agents:Country: MoldovaPost: Chisinau Bureau: EURLocal  
Agents:Moldovan Movers / Pretul Succesului SRL Blvd.Stefan cel Mare 126, Off. 17 Chisinau ,  
MoldovaTel: +373 22 223349Mob: +373 79402325Fax: +373 22 225828Email:  
chisinau@movers.mdPerson of contact: Pavel CebotaruEmail: pavel.cebotaru@movers.md

## General Instructions: MONACO (MC)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments:Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

"No restrictions identified."

### 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

#### a. HAND GUNS

"Importation is PROHIBITED."

#### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

No "Importation is PROHIBITED." Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No Restrictions Identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation, or relocating dependents to Monaco should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Monaco Government.

**13. OTHER**

None.



## General Instructions: MONGOLIA (MN)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

In accordance with prescribed service regulations and the JTR.

#### b. CONTAINER/CRATING REQUIREMENTS

Both 20-foot and 40-foot ocean containers are accepted. All crating requirements must show declaration of non-coniferous wood package material and shipping documents attached to show containers meet Chinese standard as all ocean shipments transit via Xingang, Tianjin port. Post is unable to handle LCL shipments, and they will be extensively delayed in China.(CH 23-Jan-2018 USTCJ4-HB-PAC RB)

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

UB air shipments are shipped in standard 5, 10, 15 cube tri-wall cartons with a maximum weight of 150 pounds per triwall.- 5 cube triwall - (30 inches x 15 1/2 inches x 19 inches)-10 cube triwall - (40 inches x 18 1/2 inches x 23 1/2 inches)-15 cube triwall - (37 inches x 23 inches x 30 inches)LDN 2.6cbm - large 138 x 138 x 143-D container - 1.75cubm - medium 147 x 107 x 115-E container - 0.49cbm - small 107 x 74 x 65 It depends on what type of plane is scheduled to fly to Ulaanbaatar:1) Airbus 330 and Boeing 767 can load maximum of 118.11 x

78.74 x 62.99 inches with no weight limit.2) Boeing 737 can load maximum of: 34.64 x 46.06 x 47.24 inches with maximum of 100 kgs.Pre-alert and Advance Notices are required prior to shipment to destination. Unaccompanied Air Shipment (UAB) must be shipped via air at all times. Consumables (CNS) containing liquids must be shipped by AIR at all times. Always ship CNS and UAB via ICN (KE flight) to ULN. Please DO NOT route any AIR shipments VIA Heathrow and Beijing AIRPORTS to avoid major delays.Please send shipment approval request to UlaanbaatarGSOshipping@state.govO/BL must read: "This is a transit shipment via Port of Xingang, China to Uaanbaatar, Mongolia. Final destination for this shipment is Ulaanbaatar".

When loading cargo please have load well balanced.The word "WOODEN" cannot be shown on B/L and Manifests please indicate CRATES, or BOXES. As for cargo commodity name, it is recommended to indicate and list as furniture : (or chairs, beds, tables and bookshelves.).If necessary, fix the cargo to prevent displacement. Tianjin (CHINA) railway station has strict container balance detection. Containers with serious imbalance in weight will be rejected by the railway.Do not combine household effects with food items (CNS). (CH 05-JUN-2019 TCJ4-HB RB)

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Copies of the member's diplomatic passport and packing list shall be attached to the Air Way Bill or the Ocean Bill of Lading. These documents are necessary to clear customs. Email advance copies of the member's diplomatic passport at UlaanbaatarGSOshipping@state.gov. Shipment can be custom cleared after they receive their ID cards from Ministry of Foreign Affairs.(CH 05-JUN-2019 TCJ4-HB RB)

## 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location.(CH 05-May-2021 TCJ9-OH-PAC RB)

### a. ALCOHOLIC BEVERAGES

Please contact UlaanbaatarGSOshipping@state.gov for more information as there are importation limitations. All alcoholic beverages need to be packed in a separate box. Notify Post in advance of shipping. (CH 05-JUN-2019 TCJ4-HB RB)

### b. CIGARETTES/TOBACCO PRODUCTS

Importation limited to 200pcs of tobacco products (one carton).(CH 05-JUN-2019 TCJ4-HB RB)

### c. COSMETICS

No restrictions.

### d. FOOD STUFFS AND MEATS

No restrictions.

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

If packed as part of HHG shipment, a Medical Prescription is REQUIRED. (CH 05-JUN-2019 TCJ4-HB RB)

#### 4. ELECTRICAL EQUIPMENT

##### a. HOME COMPUTERS

No restrictions.

##### b. TVs/VCRs

Both Star Apartments & Shangri-La apartments provide the IPTV cable /triple service/ television package. Armed Forces Network (AFN) channels are currently not available. Multi-system televisions are recommended. The American Embassy provides TV until your HHG arrives. (CH 05-JUN-2019 TCJ4-HB RB)

##### c. OTHER (i.e. COMPATIBILITY, ETC)

Electric current is 220-240 volts, 50 cycles. Post will provide up to four (4) transformers. The American Embassy and residences are connected to generators. Therefore, the American Embassy encourages surge protectors for expensive electrical equipment and an uninterruptible power supply for computers shipped with household goods.(CH 21-Mar-2016 SDDC-PAC-RB)

#### 5. FURTNITURE, OVERSIZED

No restriction on shipping furniture. However, Embassy housing is furnished, therefore shipment of furniture is not necessary, as Embassy does not have any space to store personal items. Best recommended to put your extra furniture into Non-Temporary Storage. For more information, please contact [UlaanbaatarHousing@state.gov](mailto:UlaanbaatarHousing@state.gov) & [Ulaanbaatar-Property@state.gov](mailto:Ulaanbaatar-Property@state.gov)(CH 05-JUN-2019 TCJ4-HB RB)

#### 6. PETS/QUARANTINE

It is important to check with individual airlines before shipping a pet. Normally, there are no quarantine checks on pets. However, during the COVID Pandemic on repatriation flights, a 21-day MANDATORY pet quarantine is required. Once you know that you will be traveling to Ulaanbaatar with a pet, please contact the GSO and provide all necessary information: [UlaanbaatarGSOShipping@state.gov](mailto:UlaanbaatarGSOShipping@state.gov)(CH 30-Nov-2020 TCJ9-OH-Pac RB) Individuals should provide an international health certificate and proof of vaccinations upon arrival. There is a \$4.00 charge per pet to obtain import certificate upon arrival. Post will provide an expeditor to assist you with pet import at the airport. Please contact GSO Shipping via [UlaanbaatarGSoShipping@state.gov](mailto:UlaanbaatarGSoShipping@state.gov)(CH 05-JUN-2019 TCJ4-HB RB)

#### 7. PRIVATELY OWNED FIREARMS (POF)

For restrictions on firearms for recreational use, please contact the Regional Security Officer (RSO). If approved, customers are required to notify the American Embassy Ulaanbaatar, RSO and General Services Officer (GSO) at least two months in advance of shipping. Handguns are PROHIBITED FROM IMPORTATION.(CH 23-Jan-2018 USTCJ4-HB-PAC RB)

**a. HAND GUNS**

IMPORTATION IS PROHIBITED(CH 23-Jan-2018 USTCJ4-HB-PAC RB)

**b. RIFLES/SHOT GUNS**

Contact the Embassy Regional Security Officer (RSO) and GSO.(CH 05-JUN-2019 TCJ4-HB RB)

**c. TOY RELATED GUNS**

Airsoft, paintball, etc. - Contact the Embassy Regional Security Officer (RSO)(CH 23-Jan-2018 USTCJ4-HB-PAC RB)

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

Contact the Embassy Regional Security Officer (RSO)(CH 23-Jan-2018 USTCJ4-HB-PAC RB)

**8. PRIVATELY OWNED VEHICLES (POVs)**

All POVs are required to pass a vehicle inspection before obtaining a local license plate. There are currently no restrictions from the Government of Mongolia regarding POV importation. For anyone considering selling their POV on the local market prior to departure from Mongolia, POVs imported Duty free face considerable additional taxes if the POV is more than 10 years old at the time of sale. Tax rates vary based on POV age and engine size. Post PROHIBITS the importation of right-hand drive (RHD) POVs due to safety concerns. As regulations change frequently, check with the GSO prior to POV shipping. Please contact GSO at the time of POV booking by sending a DRAFT O/BL to UlaanbaatarGSOShipping@state.gov Like HHE (surface shipment), POVs must be routed via Xingang Port, China. O/BL must read as follows: "This is a transit shipment to Uaanbaatar, Mongolia via Port of Xingang, China. Final destination for this shipment is Ulaanbaatar". Fuel level must be close to empty and batteries MUST be disconnected. O/BL should not be marked as a DANGEROUS GOODS.(CH 05-JUN-2019 TCJ4-HB RB)

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

There are no restrictions regarding the type or color of vehicle. However, due to the poor road conditions and extreme weather, a four-wheel drive vehicle is recommended. If the POV is more than 10 years old, please contact UlaanbaatarTransportation@state.gov to ensure the POV can be imported.NOTE: it has become VERY difficult to sell Diplomatic-Imported vehicles to non-diplomats in Mongolia. If you do not plan to take your POV with you at the end of your tour, please reconsider shipping your POV into Mongolia. (CH 21-Mar-2016 SDDC-PAC RB)

**b. MOTOR CYCLES/MOPEDS**

Recommend customers check with GSO before shipping a POV or motorcycle. If motorcycle shipped in HHE, VIN required on O/BL and on inventory. O/BL must read: "This is a transit shipment via Port of Xingang, China to Uaanbaatar, Mongolia. Final destination for this shipment is Ulaanbaatar". Loaded cargo MUST be well balanced. If necessary, fix the cargo to prevent displacement. Tianjin (CHINA) railway station has strict container balance detection. Containers with serious imbalance in weight will be rejected by the railway.(CH 05-JUN-2019 TCJ4-HB RB)

### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded fuel is readily available, so vehicles should be shipped with catalytic converters.(CH 23-Jan-2018 USTCJ4-HB-PAC RB)

### d. INSURANCE AND SAFETY REQUIREMENTS

Local third party liability insurance is required. Cost is between \$50.00-\$80.00 US Dollars per vehicle per year. Customers should obtain additional collision insurance through a US insurance agency before departing for Post assignment. US third party liability is STRONGLY recommended. (CH 21-Mar-2016 SDDC-PAC RB)

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Prohibited.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Contact with UlaanbaatarGSOShipping@state.gov in advance.(CH 05-JUN-2019 TCJ4-HB RB)

## 11. TRANSMITTING EQUIPMENT

No restrictions. The American Embassys Star Residential compound has cable TV. There are also several Armed Forces Network (AFN) channels (news, sports, entertainment and radio) that may be available. Cable packages in other housing areas may vary.(CH 23-Jan-2018 USTCJ4-HB-PAC RB)

### a. CBS

No restrictions.

### b. AMATEUR/HAM RADIOS

No restrictions.

### c. MARS EQUIPMENT

No restrictions.

### d. DISH ANTENNAS

No restrictions.

### e. CORDLESS PHONES

No restrictions.

## 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement or separation to Ulaanbaatar should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Mongolia.

**13. OTHER**

International Direct Dialing is available in Embassy quarters. The country code for Mongolia is (+976); city code for Ulaanbaatar (UB) is 11. Calls made to cellular phones in UB do not need the 11 prefix; however, calls made to land lines in UB require the 11 prefix. The Embassy has International Voice Gateway (IVG), with an off premises exchange (OPX) which are telephone trunk lines directly connected to the Embassy IVG that link to Beltsville, Maryland. IVG calls to both the greater Washington, D.C. area (area codes 202, 703, 301, 410 and 571) and to toll-free numbers are not charged to Embassy employees. For non-official calls to other area codes, callers will be billed monthly based on post call accounting records. The Embassy also has VoIP trunks (aka Netbox). This provides free direct calls to toll-free numbers in the U.S. and access to other long-distance calling with the use of calling cards. Embassy personnel are provided a phone in their residences, however employees will need to pay for their own local home phone service in most cases. Some Embassy homes are equipped with an IVG line. The embassy's OpenNet+ includes Internet, although bandwidth is limited. High-speed Internet service can be arranged through the landlord at all Embassy housing. Incoming personnel may choose to bring their own router. Modems and routers can also be rented or purchased through the service providers.(CH 05-JUN-2019 TCJ4-HB RB)

## General Instructions: MONTENEGRO (ME)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: UBDL, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:PodgoricaMarisa L MacIsaac macisaacm@state.govTel: 382 20 410 530FSO Contact Information:Bojana Djurovic djurovicb@state.govTel: +382 67 283 563Group Email.PodgoricaGSOShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD arranged shipments: "In accordance with the Joint Travel Regulations." The JFTR/JTR identifies Podgorica, Montenegro as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010)A. Uniformed Service Member1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.B. Civilian Employee1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.DOS arranged shipments: Contact DOS.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."



**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"Importation is PROHIBITED."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

“No restrictions identified.”

a. CBS

“No restrictions identified.”

b. AMATEUR/HAM RADIOS

“No restrictions identified.”

c. MARS EQUIPMENT

“No restrictions identified.”

d. DISH ANTENNAS

“No restrictions identified.”

e. CORDLESS PHONES

“No restrictions identified.”

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation, or relocating dependents to Montenegro should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Montenegro Government.

## 13. OTHER

DOS Arranged ITBL Local Agents:Country: MontenegroPost: Podgorica Bureau: EURLocal Agents:1) Balkan Relocations d.o.o.Address: Bulevar Arsenija Carnojevic 80TEL: +381 11 408 15 90; +381 11 408 15 90; +38160 08 54321Web: www.balkanrelocations.comPoint of ContactGordana Popov Phonegordana.popov@balkanrelocations.com\*\*\* packing and forwarding HHE/UAB/POV \*\*\*3) Vision 4 LogisticsAddress: Vision 4 Logistics d.o.o.Ivana Djaje 1411000 Belgrade, SerbiaTEL : +381606677608Point of Contact:Nikola Cvorovicnikola.cvorovic@v4l.rs\*\*\* packing and forwardingHHE/UAB/POV \*\*\*2) Move One RelocationsAddress: Milutina Milankovica 2311070 Belgrade, SerbiaTEL: + 381 11 713 0636 +381 11 713 0637Web: www.moveoneinc.comPoint of ContactMarija Milutinovicmarija.milutinovic@moveoneinc.com\*\*\* packing and forwarding HHE/UAB/POV \*\*\*Tuesday,

## General Instructions: MONTSERRAT (MS)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### **b. CIGARETTES/TOBACCO PRODUCTS**

No restrictions identified.

#### **c. COSMETICS**

No restrictions identified.

#### **d. FOOD STUFFS AND MEATS**

No restrictions identified.

#### **e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

### **4. ELECTRICAL EQUIPMENT**

No restrictions identified.

#### **a. HOME COMPUTERS**

No restrictions identified.

#### **b. TVs/VCRs**

No restrictions identified.

#### **c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

### **5. FURTNITURE, OVERSIZED**

No restrictions identified.

### **6. PETS/QUARANTINE**

No restrictions identified.

### **7. PRIVATELY OWNED FIREARMS (POF)**

No restrictions identified.

#### **a. HAND GUNS**

No restrictions identified.

#### **b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: MOROCCO (MA)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO, Germany)DOS arranged shipments: Contact (GBLOC: TEDK, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:CasablancaSteven Glick glickss@state.gov Tel:+212-522-64-2121FSN Contact Information:Rhaouti Mehdi RhaoutiM@state.govTel: +212 522 64 20 21 X 2021Group Email:Casablancashipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. HHG and POV should not be sent to arrive in advance of the employee, since customs clearance cannot be arranged unless the employee has arrived at Post. If necessary, please arrange temporary storage at Elso Antwerp. Post will advise Elso Antwerp when employee is ready to receive his effects and POV; surface shipments from Antwerp generally arrive within two to three weeks of the request. If all the documentation is in order, local moving company normally clears and delivers HHG and POV from port within 10 working days.

b. Original ocean bill of lading and complete packing list should be sent to the Embassy Rabat, ATTN: GSO, as soon as possible, preferably by air courier, since duty free entry requests from the Moroccan authorities cannot be initiated without them. Inbound customs clearance arrangements for all DOD shipments to Morocco have been coordinated and effected with American Embassy, Rabat, Morocco.

c. DUTY-FREE IMPORTATION: Shipments of personnel not on the diplomatic list must be shipped sufficiently far in advance to ensure arrival in Morocco within 6 months from date of employee's anticipated arrival in country. Staff members are only allowed one duty free HHG, one UB. Shipments must arrive in Morocco during first 6 months of tour. Duty free clearance of subsequent shipments is not routinely granted by the MFA, even if authorized by new orders (i.e., home leave and return to post orders). Staff members who need to ship separate shipment of HHGs (i.e., from post of origin and from permanent storage) should instruct Antwerp to consolidate shipment prior to forwarding to Rabat.

d. DIRECT SHIPMENTS: POVs and HHGs may on occasion be shipped direct to Rabat rather than via Elso Antwerp provided employee will arrive before shipment and routing and costs are advantageous to the Government. Advise Embassy in advance with proposed routing. Also POVs and HHGs may be shipped directly as long as they are really shipped directly. Past experience has been that such shipments from CONUS are transferred to other ships, usually in Spain, and the shipment arrives on an unknown vessel, such shipments often remain at Casablanca Port for long periods of time before being located. However, if accurate timely trans-shipment information on such shipments is provided, the Embassy has no objection.

e. RESTRICTED ITEMS: Shipments containing restricted items cannot be declared until employee has arrived in country, been declared to the MFA and been issued a Moroccan ID Card (process can take 4 to 6 weeks). Employee should be instructed not to ship restricted items in UB shipments. This will avoid prolonged delays in customs clearance upon arrival in Rabat. Restricted items: firearms, and video tapes; will be removed by customs official for inspection and further delay clearance process.

### 3. CONSUMABLES

Validate consumables allowance authorization within the JTR.

#### a. ALCOHOLIC BEVERAGES

Alcoholic beverages should not be shipped with UB but can be combined with HHG. The Foreign Ministry stated, informally, quantities imported should not exceed a reasonable amount for personal use and specified one case was considered reasonable.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS



"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

Power in Morocco is generally 220 volts, 50 hz. However, some older houses have both 220 and 137. Adapter plugs are necessary for items that convert easily to 220 (i.e. lamps). A limited number of step down transformers are supplied to the employee.

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

Entry of pets is authorized. No quarantine period is required. Health certificate issued not more than 10 days prior to departure is required. Certificate must be signed by a registered veterinarian and state animal is free from infectious/contagious diseases, particularly rabies. A rabies certificate not older than 6 months but not more recent than 1 month is also required and should include owner's name, complete description of pet, actual departure time and a statement the pet has not bitten anyone within 15 days prior to departure to Morocco. A valid shot record and a veterinarian health certificate not more than 10 days old before departure are required by Moroccan customs.

### 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

#### a. HAND GUNS

"Importation is PROHIBITED."

#### b. RIFLES/SHOT GUNS

Shotguns for hunting are the only firearms which may be imported legally into Morocco. Member is limited to 12 , 16 , and 20 gauge shotguns--not to exceed a total of three. Firearms must be packed and itemized separately on packer's inventory since they will be retained by customs authorities until the owner has obtained a license. It is recommended they be sent as a separate shipment and not co-mingled with other household effects.

#### c. TOY RELATED GUNS

"No restrictions identified."

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

### 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) POVs are required to have current and valid CONUS registration. Ship via Bayonne or Norfolk to Casablanca, Morocco. (CH)(2) Post requires previous title or ownership or registration card and/or invoice copy in the name of the employee to register a POV. In case POV documents are in the dependents name, they must be changed to the name of the employee by the manufacturer or the authority in charge. The Moroccan Foreign Ministry does not accept POV title or registration card in the name of a dependent even if authorized by the latter with a certified authorization.(3) Staff member are only allowed one duty-free POV. Shipment must arrive in Morocco during first 6 months of tour. Unaccompanied Diplomatic or Counsel Officers may only import or purchase one vehicle duty-free.

#### b. MOTOR CYCLES/MOPEDS

Motorcycles over 50cc are restricted. No restrictions exist on mopeds as they are not considered vehicles.

#### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

#### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

#### a. CBS

May be imported with advance approval of the Embassy and Moroccan authorities and must be packed and itemized separately on packer's inventory since they will be retained by customs authorities until the owner has obtained a license. It is recommended they be sent as a separate shipment and not co-mingled with other household effects.

#### b. AMATEUR/HAM RADIOS

May be imported with advance approval of the Embassy and Moroccan authorities and must be packed and itemized separately on packer's inventory since they will be retained by customs authorities until the owner has obtained a license. It is recommended they be sent as a separate shipment and not co-mingled with other household effects.

#### c. MARS EQUIPMENT

“No restrictions identified.”

#### d. DISH ANTENNAS

“No restrictions identified.”

#### e. CORDLESS PHONES

“No restrictions identified.”

## 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation, or relocating dependents to Morocco should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Moroccan Government.

## 13. OTHER

DOS Arranged ITBL Local Agents:Country: MoroccoPost: Casablanca Bureau: NEALocal Agents:Bedel Casablanca257-259 Boulevard AdelmoumenCasablanca, MoroccoPOC: Mr. KamalTel: 022-86-04-69; 022-86-01-43Tel: 022-86-00-33 or 022-04-69 ( Bouayad)Fax: 022-86-01-43Email: move@bedel.co.ma \*\*bonded facility \*\*AGS Warehouse73 Avenue Tarek BenziadMassira 2 - Temara (Rabat)POC: Mrs. Chantal Robert, ManagerTel: 212 37 60 20 42Fax: 212 237 60 19 38Cell: 212 61 10 98 51Marine Maroc Deménagement23, Boulevard Moulay Slimane20300 Casablanca, MoroccoPOC: Wassim Bouserg <wassim.bouserg@agsglobalsolutions.com> cell # 212-661-40-75-35Tel: 022-66-72-18/14Fax: 022-40-47-22Email: oumelkettani@marinemaroc.co.ma \*\*bonded facility \*\*AGS Casablanca73, Boulevard Moulay Slimane, Depot No. 16Ain Sebaa, 20100 Casablanca, MoroccoPOC: Wassim Bouserg or Christian Pottier(manager)Tel: 212-22-66-01-89/93Fax: 212-22-66-12-71Tel: 212-661-40-75-35Email: dir2-wassim.bouserg@agsglobalsolutions.com (Wassim) Email:manager-agsmaroc@wanadoopro.ma \*\*bonded facility \*\*Moumene International Moving

Company# 37, rue Idriss Al Akbar Hassan, Rabat/MoroccoPoc: Mr. Moumene Mohamed, Dir./ManagerFax: 212-537-26-23-94Email: moumene.mimc@gmail.com;mimc@iam.net.ma; mimc@menara.mapreferred cell phone is 212-661-37-41-66Post: Rabat Bureau: NEALocal Agents:AGS Casablanca73, Boulevard Moulay Slimane, Depot No. 17Ain Sebaa, 20 000 Casablanca, MoroccoTel : + 212 5 22 66 01 89Fax : +212 5 22 66 12 71POCs:Mr. LOUIS THIERCELIN - ManagerTel: +212 6 61 29 31 46manager-maroc@agsmovers.comClément BEAUVAIS – Sales ManagerTel: +212 6 61 33 11 26directeur-adjoint-maroc@agsmovers.com /Ms. Karima MOKTAFI – Coordinator Import – AGSMarocTel: +212 522 66 01 89-93Email: import.maroc@agsmovers.comMoumene International Moving Company# 37, rue Idriss Al Akbar Hassan, Rabat/MoroccoPOC: Mr. Moumene Mohamed, Dir./ManagerTel: +212 537 26 20 46+212 537 26 31 57Fax:+212 537 26 23 94Email: moumene.mimc@gmail.com;mimc@iam.net.ma; mimc@menara.maCell: +212 661 35 20 46AGS Rabat1 Rue Tayeb LabssirApt 8AGDAL, RabatPOC: Mrs. LUACES Joele (deputy Manager)Tel: +212 537 68 28 92Cell: +212 61 10 98 51AMarine Maroc Déménagements23, Boulevard Moulay Slimane20300 Casablanca, MoroccoPOC: Mrs. Oumelghit KattaniTel: 212 22 66 72 18Fax: 212 22 40 47 22Email: oumelkettani@marine-maroc.co.ma

## General Instructions: MOZAMBIQUE (MZ)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: MZDT DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information: MaputoMario da Rocha ;John Vieira darochamr@state.gov VieiraJA@state.gov;VieiraJA@state.govTel:+ 258 2135 5464FSN Contact Information:Henriqueta Naueia NaueiaHM@state.govTel: 258 2135 5459Group Email:Maputostateshipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

HHG and UB should be packed in waterproof containers with the following dimensions: Length 87' or 2,21m, width 57' or 1,45m and height 76' or 1,93m.

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate air clearance authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." Do not ship via AMC.DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

HHG and UB can be cleared, if necessary, prior to member's arrival; however, given post's limited storage facilities, post encourages timing of shipments' arrivals to coincide with or follow member's arrival at post.

### 3. CONSUMABLES

DOD and DOS For: Maputo, Mozambique.JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition.The JTR identifies Maputo Mozambique as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

“No restrictions identified.”

**5. FURTNITURE, OVERSIZED**

“No restrictions identified.”

**6. PETS/QUARANTINE**

a. There is no quarantine, however, you must advise if you are bringing a pet with you to facilitate customs clearance. Import permits are no longer required. Please keep information regarding health certificate.

**7. PRIVATELY OWNED FIREARMS (POF)**

“Importation is PROHIBITED.”

**a. HAND GUNS**

“Importation is PROHIBITED.”

**b. RIFLES/SHOT GUNS**

“Importation is PROHIBITED.”

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

“Importation is PROHIBITED.”

**8. PRIVATELY OWNED VEHICLES (POVs)**

“No restrictions identified.”

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

(1) Consign to Maputo, Mozambique. Vehicles should be containerized to prevent damage in shipment. Members should have bill of sale and registration of vehicle. The documents must indicate the make, model, cost, type of fuel used and chassis number (VIN) of the vehicle. In addition, the engine serial number is required to clear customs. POV shipment should be planned to arrive concurrent with or after member's arrival at post and not before. Two duty-free POVs are authorized. (2) In addition the following information should be provided: Full name of the owner and official title of the owner. (3) All information and shipping documents should be forwarded by DHL to expedite customs clearance of vehicles.

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified." , however, motorcycle/mopeds are considered POVs by the Government of Mozambique.

#### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

#### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

#### a. CBS

Bands/frequencies must be registered with the Government. The Government of Mozambique will charge a fee to register radio equipment. The Embassy (GSO) must have prior notification of intent to ship radio equipment.

#### b. AMATEUR/HAM RADIOS

"No restrictions identified."

#### c. MARS EQUIPMENT

Bands/frequencies must be registered with the Government. The Government of Mozambique will charge a fee to register radio equipment. The Embassy (GSO) must have prior notification of intent to ship radio equipment.

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS



Personnel contemplating retirement, separation or relocating dependents to Mozambique should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Mozambique.

### 13. OTHER

DOS Arranged ITBL Local Agents:Country: MozambiquePost: Maputo Bureau: AFLocal Agents:Stuttaford Van LinesAv. De Namaacha QT 34 CS 48805006 Luis Cabral, Maputo, MozambiqueTel: 258 21 406 414Fax: 258 21 016 163Call Centre: 0861-STUTTAFORDEmail: e.maldonado@stuttafordvanlines.comWebsite: www.stuttafordvanlines.co.azPOC: Eric Maldonado, Country ManagerCell: 258 84 123 3321CTZ Logistics LdaRua Fontes Pereira De Melo, No.60Maputo, MOZAMBIQUETelfax :00258 21 303016Tel: 00258823070684Direct Mobile:00258826223236/00258842853240/00258823805630Email: ctzlogistics@inmail.co.mzEmail: sales@ctzlogistics.com &czembe@ctzlogistics.comWebsite: www.ctzlogistics.comPOC: Chandson ZembeSales & Marketing ManagerINGAR MOZAMBIQUE LDARue da SovestePO Box 2330Maputo, MozambiqueTel: 258-21 4625001Fax: 258-21 462502Email: ingar@teledata.mzWebsite:www.ingarinternational.comPOC: Daniel M Abraham

## General Instructions: NAMIBIA (NA)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC NADK, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.ITGBL ShipmentsConsignee:U.S. Embassy, Windhoek, Namibia (for: employee name and agency or Agency for official shipments) Please add the selected local ITGBL clearing agent to the AWB or OBL as "notify "Air ShipmentsShipment Marks:U.S. Embassy, Windhoek, Namibia (for: employee name and agency or Agency for official shipments)Airport of Discharge—include port code if possible:Rosea Kutako International Airport (HKIA)Direct Procurement Shipment (DPS) Mode.OCEAN SHIPMENTS (Surface)Shipment Marks:U.S. Embassy, Windhoek, Namibia (for: Employee name and agency or Agency for official shipments)Port of Discharge—include port code if possible:Walvis Bay.

Express OBL, packing list, copy of TA and passport. Standard Liftvans fitting a container.Ship direct to post or via ELSO whichever routing is quickest and available.Please add Diplomatic cargo and the type of shipment (household effects/furniture etc) in the description.From port Walvis Bay, last leg is by road to delivery at post.Please request green light from post to ship and add Diplomatic cargo and the type of shipment (unaccompanied air/office supplies etc) in the description

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS Refer to other section below.

#### b. CONTAINER/CRATING REQUIREMENTS

HHG and UB should be packed in waterproof containers with the following dimensions: Length 87' or 2,21m, width 57' or 1,45m and height 76' or 1,93m. UAB shipments are shipped in standard 5, 10, 15 cube tri-wall cartons with a maximum weight of 150 pounds per tri-wall.Size can vary depending on the airline type flying into Windhoek –currently air shipments via Johannesburg, SA is

coming in by road, SALink currently operating between Windhoek and Joburg is too small to take cargo.

### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate air clearance authority (ACA).

### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." Do not ship via AMC.DOS arranged shipments: Contact DOS. Refer to other section below.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

- a. Only Embassy personnel on the diplomatic list are eligible for the exemption of customs and excise tax for their entire tour.
- b. Advance documentation for POV is required to effect customs release.
- c. What is the required documentation for Customs Clearance at post? Express OBL, packing list, copy of TA and passport

## 3. CONSUMABLES

Is this a consumable Post?  No.

### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. Please ship foods and alcohol as sea freight not air.

### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

### c. COSMETICS

"No restrictions identified."

### d. FOOD STUFFS AND MEATS

Clearance and permit have to be obtained from the Namibian Meat Board and the State Veterinarian, contact the Embassy. Please ship foods and alcohol as sea freight not air

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Clearance and permit have to be obtained from the Namibian Medical Board. This must be done prior to importation, contact the Embassy.

## 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

Dogs and cats require US Certificate of Vaccination against rabies and General State of Health Certification. Quarantine is not required. Permits are obtained from the state veterinarian, however contact the Embassy prior to shipment of pet.

### 7. PRIVATELY OWNED FIREARMS (POF)

Written approval from US Embassy, Windhoek, Namibia, must be obtained before any firearms can be imported into Namibia.

#### a. HAND GUNS

Written approval from US Embassy, Windhoek, Namibia, must be obtained before any firearms can be imported into Namibia.

#### b. RIFLES/SHOT GUNS

Written approval from US Embassy, Windhoek, Namibia, must be obtained before any firearms can be imported into Namibia.

#### c. TOY RELATED GUNS

"No restrictions identified."

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Written approval from US Embassy, Windhoek, Namibia, must be obtained before any firearms can be imported into Namibia.

### 8. PRIVATELY OWNED VEHICLES (POVs)

No vehicle older than 8 years and only right-hand drive (RHD) vehicles may be imported. Add vehicle, make, model, engine number, chassis number, color and RHD (right-hand) in the description of the OBL

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No vehicle older than 8 years and only right-hand drive (RHD) vehicles may be imported. Add vehicle, make, model, engine number, chassis number, color and RHD (right-hand) in the description of the OBL

**b. MOTOR CYCLES/MOPEDS**

No motorcycle older than 8 years may be imported (Diplomats can import 2, TA staff can import 1 within 6 months of arrival at post)

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

Clearance should be obtained from the Communication Commission prior to importation, contact the Embassy prior to departure.

**a. CBS**

Clearance prior to importation required.

**b. AMATEUR/HAM RADIOS**

Clearance prior to importation required.

**c. MARS EQUIPMENT**

Clearance prior to importation required.

**d. DISH ANTENNAS**

Clearance prior to importation required.

**e. CORDLESS PHONES**

Clearance prior to importation required.

## 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Namibia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Namibia.

## 13. OTHER

Does post allow consolidated shipments? DOS and USAIDEmbassy phone # +264 61 2025000  
Group email: WindhoekTravelandShipping@state.gov  
P.O.C. in GSO/TransportationName Nathaniel R. Savio Email SavioRN@state.gov

Phone 2646144911 Position GSO Adele Beukes  
Beukesax@state.gov 26461444912 Transportation and shipping  
Allistaire van Wyk  
vanWykAL@state.gov 26461444923 Shipping, Travel and Property

## General Instructions: NAURU (NR)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.



**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: NAVASSA ISLAND (XV)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: NEPAL (NP)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

HHG and UB should be shipped to Nepal by INTL/AIR/COMM/DPM. Containers should be in good condition, plastic-lined and properly caulked and banded with metal bands. A complete inventory and box count is required by the Government of Nepal for all incoming shipments.

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND-City is an Authorized Consumable Goods Allowance Location.(CH 05-May-2021 TCJ9-OH-PAC RB)

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified. Please check with Post prior to shipment if you intend to ship such items. Email: kathmanduGSOCustomsandShippingRequests-DL@state.gov(CH 21-Mar-2016 SDDC-PAC RB)

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No restrictions exist on importation. However, prior customs exemption is necessary before shipment can be cleared by Embassy. The Government of Nepal forbids the importation of any type of transmitting radio equipment for personal use.

#### b. TVs/VCRs

No restrictions exist on importation. However, prior customs exemption is necessary before shipment can be cleared by Embassy. The Government of Nepal forbids the importation of any type of transmitting radio equipment for personal use.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED



No restrictions identified.

## 6. PETS/QUARANTINE

Nepal requires an import exemption permit to bring pets into Nepal. Please send the health certificate (endorsed by United States Department of Agriculture-APHIS or government authority of country of origin) and recent rabies vaccination chart to:

kathmanduGSOCustomsandShippingRequests-DL@state.gov as soon as possible but no less than 5 working days before your pet's arrival in Kathmandu. The health certificate must indicate that the pet has been vaccinated and is good for at least six months after the pet's arrival in Kathmandu.

Please contact GSO for supplementary information if you intend to import anything other than a cat or dog. Please contact GSO at for supplementary information if you intend to import a pet as a cargo, or if you intend to import anything other than a cat or dog. (CH 13-JUN-2019 TCJ4-HB RB)

## 7. PRIVATELY OWNED FIREARMS (POF)

The Government of Nepal allows diplomats to import certain types of firearms. However, GSO must be notified for supplemental instructions before, repeat, BEFORE shipment is made.

### a. HAND GUNS

No Restrictions Identified.

### b. RIFLES/SHOT GUNS

No Restrictions Identified.

### c. TOY RELATED GUNS

No Restrictions Identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No Restrictions Identified.

## 8. PRIVATELY OWNED VEHICLES (POVs)

The Government of Nepal (GON) allows each customer to import one POV duty-free. Diplomats may import a new vehicle as long as they have a conformity of production (COP) certificate indicating the vehicle meets or exceeds Euro-3 vehicle emission standards. The vehicle must also be ordered direct from the manufacturer and shipped direct with a Certificate of Origin.

A vehicle that is imported new may be sold locally at the end of the customer's tour. A recent concession has been made by the GON which allows diplomats to import a used vehicle that meets EURO-3 vehicle emission standards. Used vehicles imported into Nepal CANNOT be sold locally. They must be re-exported at the completion of the customer's tour. There is no waiver to allow imported used vehicles to remain in Nepal upon completion of tour. There is no age limit on used vehicles. (CH 21-Mar-2016 SDDC-PAC RB)

### a. POVs (includes data on prohibited vehicles, colors, etc.)

For US-made vehicles: Since the GON does not have the tools or equipment to compare U.S. EPA and EURO standards, Post requests the importing customer obtain a certificate from the manufacturer (or its dealer) certifying current U.S. EPA emission standards of the vehicle being imported is equivalent to EURO-3 vehicle emission standards. (CH 30-Nov-2020 TCJ9-OH-Pac RB) NOTE: 1. It is mandatory that prior approval from GON be obtained before shipping POV to Post. Although Nepal is a right-hand drive (RHD) country, left-hand drive vehicles may be imported on a case-by-case basis. Vehicles with tinted glass MAY NOT be imported to Nepal. Before shipping a POV to Post you should contact the GSO for the latest information on POV import regulations, as the regulations change often. Email: KathmanduGSOCustomsandShippingRequests-DL@state.gov 2. POVs should be containerized in a 20 ft. sea container, marked and consigned as follows: EMPLOYEE NAME American Embassy, Kathmandu, Nepal Port of discharge: Kolkata Notify Party: American Embassy General Services Officer Kathmandu, Nepal Tel: 977-1-4234000, ext. 4586 Fax: 977-1-40072773. Upon arrival at Kolkata port, the vehicle will be cleared from Indian customs and container-trucked to Kathmandu. 4. The original bill of lading should be forwarded directly to Post (American Embassy, Kathmandu, ATTN: GSO, Maharajgunj, Kathmandu, Nepal) via air courier in advance of the POV's arrival at Post. 5. Customers who decide to ship a new vehicle should consider bringing spare parts, particularly air and oil filters, a set of shock absorbers, and an extra set of tires. A four-wheel drive vehicle is not necessary for Kathmandu. Large sport utility vehicles such as Ford Explorers, Lincoln Navigators, Hummers, and the like, are not good options for Kathmandu due to narrow roads and lanes leading up to houses, as well as narrow or awkward entrance gates. Vehicles of this size should be avoided. 6. There are Ford, Chevrolet, Toyota, Honda, Subaru and many other vehicle dealerships in Kathmandu. Vehicles may be purchased locally but will most likely have to be shipped in from the point of manufacture in order to be sold duty free. This will take, on average, two months. 7. Motorcycles and scooters are considered POVs. Do not ship motorcycles or scooters in your HHG until you have contacted the GSO for special importation and clearance instructions. 8. In order to register a vehicle in Nepal, please ensure the VIN and engine numbers are clearly visible for inspection and photography by GON Department of Transportation officials. If these numbers are NOT visible for photography, you will not be allowed to register or use the POV in Nepal. (CH 21-Mar-2016 SDDC-PAC RB)

### b. MOTOR CYCLES/MOPEDS

There are no restrictions on importation of motorcycles or mopeds in personal effects. However, these must be crated separately and the airway bill must describe the shipment as "personal effects and motorcycle/moped". The packing list/inventory should also contain the serial (VIN) and engine number of the cycle. Motorcycles/mopeds are considered to be motor vehicles by the GON and therefore, if any customer intends to ship or buy a POV, a motorcycle/moped should not be shipped until importation permission is granted by the Ministry of Foreign Affairs. A recent concession has been made by the GON which allows diplomats to import a used motorcycle that meets EURO-3 emission standards. Used vehicles imported into Nepal CANNOT be sold locally. They must be re-exported at the completion of the customer's tour. There is no waiver to allow imported used vehicles to remain in Nepal upon completion of tour. There is no age limit on used vehicles. (CH 13-JUN-2019 TCJ4-HB RB)

### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Insurance is required before vehicle registration. There are many local Insurance companies who offer third-party and comprehensive insurance for POVs. (CH 21-Mar-2016 SDDC-PAC RB)

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified. Please check with Post prior to shipping such items. Email: kathmanduGSOCustomsandShippingRequests-DL@state.gov (CH 09-JAN-2018 USTCJ4-HB-PAC RB)

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified. Please check with Post prior to shipping such items. Email: kathmanduGSOCustomsandShippingRequests-DL@state.gov (CH 21-Mar-2016 SDDC-PAC RB)

### 11. TRANSMITTING EQUIPMENT

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#### a. CBS

The Government of Nepal forbids the importation of any type of transmitting radio equipment for personal use.

#### b. AMATEUR/HAM RADIOS

The Government of Nepal forbids the importation of any type of transmitting radio equipment for personal use.

#### c. MARS EQUIPMENT

The Government of Nepal forbids the importation of any type of transmitting radio equipment for personal use.

#### d. DISH ANTENNAS

No restrictions identified. Please check with Post prior to shipping such items. Email: kathmanduGSOCustomsandShippingRequests-DL@state.gov (CH 21-Mar-2016 SDDC-PAC RB)

#### e. CORDLESS PHONES

No restrictions identified.

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Nepal should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Nepal.

13. OTHER

No Restrictions Identified.

## General Instructions: NETHERLANDS (NL)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:AmsterdamMatthew Mayberry mayberrymr@state.gov+31 (0)70 310-2230FSN Contact Information:Lisette Lobbezoo LobbezooLE@state.gov+31 (0)70 310-2217Group Email.TheHagueGSOShipping@state.gov ;TheHagueGSOTravel@state.govGSO Contact Information:The HagueMatthew Mayberry mayberrymr@state.gov0031 70 310-2230FSO Contact Information.Lisette Lobbezoo;Ruud Herme LobbezooLE@state.gov;HermensRG@state.gov0021 70 310 2217; 0031 70 31Group Email:TheHagueGSOShipping@state.gov;TheHagueGSOTravel@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

There are no restrictions on personal property shipments. PPTY shipment will be cleared through customs by the destination ITO. No special documentation is required.

## 3. CONSUMABLES

“No restrictions identified.”

### a. ALCOHOLIC BEVERAGES

One litre of an alcoholic beverage and four bottles of wine can be imported in personal property.

### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

### c. COSMETICS

“No restrictions identified.”

### d. FOOD STUFFS AND MEATS

“No restrictions identified.”

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

“No restrictions identified.”

## 4. ELECTRICAL EQUIPMENT

“No restrictions identified.”

### a. HOME COMPUTERS

“No restrictions identified.”

### b. TVs/VCRs

“No restrictions identified.”

### c. OTHER (i.e. COMPATIBILITY, ETC)

“No restrictions identified.”

## 5. FURTNITURE, OVERSIZED

Government and Economy living quarters are generally smaller than those in CONUS. Economy housing in Germany may accommodate more HHG than government quarters, but are still smaller than homes and apartments in the United States. Many have narrow doorways and tight stairwells that cannot accommodate furniture that would fit easily into an American home. Service members shipping large items such as king and/or queen size box springs and mattresses, oversized sofas, or other large furniture items that cannot be disassembled, may encounter problems when residing in government or economy housing due to narrow stairwells. Washers, dryers, ranges, refrigerators, kitchen cabinets, and wardrobes are furnished for Government and Economy quarters. There is no Non-temporary storage in Europe authorized for HHG shipped in excess of what will fit, or is too large to be placed in, the Soldiers living quarters. Excess property shipped will not be stored at Government expense. Storage will be at the Soldiers expense.

## 6. PETS/QUARANTINE

Standards laid out in the following document address requirements for shipping dogs, cats, and ferrets from the United States. PLEASE NOTE: Ferrets are not accepted as pets for movement on AMC military or commercially contracted aircraft. If you require information on shipments for ferrets or other exotic pets please contact your local USDA field office. NOTE: For the remainder of this document the term pet or pets refers to dogs and cats only. ATTENTION: An examination fee of 55 Euro per pet will be implemented February 1, 2013, for all non-EU citizens who import a pet into the country. A. Quarantine Period - There is no quarantine period for pets entering Germany. B. Identification (Via standard electronic identification system with a read-only passive radio frequency identification device known commonly as a transponder Microchip): (1) Complies with ISO standard 11784 and 11785 (2) Where the microchip does not comply with ISO standard 11784 or 11785, the owner or the natural person responsible for the pet on behalf of the owner must provide the means necessary (Microchip Reader/Wand) for reading the non-ISO compliant microchip at the time of inspection (3) The microchip must be implanted before the primary rabies vaccination or valid rabies booster is given to the pet before traveling: a) Primary Rabies Vaccine - This is the first rabies vaccination a pet ever receives; for EU countries this also applies to the first rabies vaccine given after the microchip was implanted; that is, rabies vaccinations received prior to the pet being microchipped are NOT recognized by the EU. b) Valid Rabies Booster - This is a rabies booster that was given to the pet before the previous (Either the primary rabies vaccine or another rabies booster) rabies vaccination expired

C. Rabies Immunization: (1) Please refer to "<http://www.aphis.usda.gov/regulations/vs/iregs/animals/> (Enter the destination country you will be residing in under "Search APHIS") (2) Pets less than three months of age coming from the United States may not always require the rabies vaccination IF: (a) These pets have pre-authorization from the EU member state BEFORE entering the country (3) Any one year dose or three year dose rabies vaccine is valid as long as it is a U.S. approved vaccine, and was administered according to the manufacturer's specifications (for instance, a vaccine labeled for 1 year use cannot be utilized as a 3 year vaccine) (4) A valid rabies vaccine must occur after the animal has been microchipped to be valid for entry into an EU member state (5) At least 21 days must have elapsed between the completion of the primary rabies vaccination (as specified above) and before the pet enters the EU member state. (a) However, if the animal received a valid rabies booster - - 21 days does not have to elapse before travel. (6) If a pet has received a non-ISO compliant microchip and then received a valid rabies vaccination with 21 days having elapsed since that vaccination and entering the EU member state; they: (a) Do not require

implantation of another ISO compatible microchip, but are required to carry with them a microchip reader/wand capable of reading the non-ISO compatible microchip implanted in their pet (b) Do not require administration of another rabies vaccination before traveling as long as the rabies vaccination received is still valid (c) Can have an ISO compatible microchip implanted in their pet so they do not have to carry the reader/wand with them 1. If they get this ISO compatible microchip implanted, they do not have to receive another rabies vaccination following this second microchip implantation. They are only required to document both chips on the required forms with their implantation dates D. Documentation (Verify the correct required documentation with your local USDA office): (1) APHIS Form 7001 (Nov 2010) Acquired from any Army veterinarian, local veterinarian or USDA office (a) Valid for only 30 days after issuance

1. Timeframe the form is valid can be shortened per the requirements of the Airline the service member is traveling on (b) Requires certification by a USDA Accredited Veterinarian, Army Veterinarian, or GS 0701 Veterinarian before travel (c) This form is not required to enter the European Union (EU) 1. However, it's highly recommended that service members acquire this form before travel from their on-base Army veterinarian to preclude the following: a. If a member flies on a commercial carrier they may be required to have this form b. If a member is scheduled to fly Patriot Express and somehow has to divert to a commercial carrier, having this form in advance alleviates last minute costs (\$200) or delays 2. This form is not required to travel on Patriot Express (2) EU Non-Commercial Pet Form (Bilingual Health Certificate) (a) For "Pets Dog, Cats, and Ferrets" destined to Germany, see link Under Pets heading Pets Dog, Cats, and Ferrets) Please refer to "<http://www.aphis.usda.gov/regulations/vs/iregs/animals/> (Enter the destination country you will be residing in under "Search APHIS") (b) Valid for 10 days to enter European Union and 4 months once inside the European Union 1. Timeframe the form is valid can be shortened per the requirements of the Airline the service member is traveling on

(c) Requires certification by a USDA Accredited Veterinarian, Army Veterinarian, or GS 0701 Veterinarian before travel E. Helpful Hints: (1) As soon as you know you are going to travel and no later than 22 days prior to travel, get your pet microchipped first and then vaccinated for rabies if you have not already done so. Remember: A VALID RABIES VACCINE MUST OCCUR AFTER THE MICROCHIP IS IMPLANTED (a) This will ensure the required 21 days has elapsed post vaccination prior to travel (2) When completing your required documentation (before you mail the forms or travel to your local USDA office to get them certified, if not using your on base Army veterinarian), fax or over-night ship them to your local USDA office to ensure they are filled out correctly before traveling to their office (a) This will ensure you do not waste travel time or postage only to have to redo the paperwork (3) Many overseas bases have a full-time veterinarian on staff as well as commercial veterinarians available on the economy (a) Most bases require pets to be registered with the base veterinarian after arrival. Check with base veterinarian for details (4) The pet cage or carrier (See carrier shipping rules for correct cage dimensions based on pet size) used for shipping the pet must be labeled with the owner's name, pet's name, owners (or nominated persons) address, contact number and contact number at the final destination. (5) Since 21 Apr 2001, Germany has had a law in place prohibiting importation of certain dog breeds regarded as dangerous. For more information consult [http://www1.zoll.de/english\\_version/a0\\_passenger\\_traffic/e0\\_vub/h0\\_dangerous\\_dogs/index.html](http://www1.zoll.de/english_version/a0_passenger_traffic/e0_vub/h0_dangerous_dogs/index.html). You may also contact the base veterinarian at your destination. F. Unauthorized Pets:



The import of Pit bull Terriers, American Staffordshire Terriers, Staffordshire Bull Terriers and their crossbreeding is prohibited. G. Fees: (1) The USDA form certification fee (approximately \$70+, plus any shipping and handling if by mail) (2) Transporting pets to and from the PCS destination is at the member's expense and cost is based on the size of the pet being transported. Connecting flights may have fees in addition to AMC fees from BWI. (3) EFFECTIVE 1 February 2013, The fee for the import examination is 55 EURO. (4) All pet requirements are at the member's expense

## 7. PRIVATELY OWNED FIREARMS (POF)

"Shipping a privately owned firearm (POF) into the Netherlands by US personnel or their dependents is not prohibited outright, but as a practical matter it is almost impossible to accomplish legally. Prior to shipment, permission to import the POF into the Netherlands is required from Dutch customs. If the requester does not have a valid Dutch weapons permit, Dutch customs must refuse permission to import the POF unless it will remain under the control of Dutch customs upon its arrival. A Dutch weapons permit is not likely to be granted, as the application requires documentation that few American citizens can provide. Given these difficulties, we recommend that personnel moving to the Netherlands do not attempt to ship a POF into the country." In order to ship a POF, Department of Defense personnel must have in their possession a document showing authorized consent from the Netherlands Minister of Security and Justice. Information for obtaining this consent can be provided by using the website shown below: [http://www.belastingdienst.nl/wps/wcm/connect/bldcontenten/belastingdienst/customs/safety\\_health\\_economy\\_and\\_environment/cdiu\\_cluster/weapons\\_ammunition\\_consent\\_export\\_licences/wapons\\_and\\_ammunition\\_consent\\_and\\_export\\_licences%29a](http://www.belastingdienst.nl/wps/wcm/connect/bldcontenten/belastingdienst/customs/safety_health_economy_and_environment/cdiu_cluster/weapons_ammunition_consent_export_licences/wapons_and_ammunition_consent_and_export_licences%29a). Personnel who reside on the economy must register weapons with local police authorities. Failure to register firearms may result in confiscation of weapons. The use of firearms in the Netherlands is uncommon because of hunting formalities, availability of shooting ranges and stringent laws governing their use. b. Host nation policy is to absolutely minimize the import of weapons. Although there is no restriction on import quantities, the need for having a weapon must be proven to local authorities. Military installations might have restricted storage facility for POFs, due to lack of adequate storage facilities. c. Membership with a local (Dutch) rod and gun club is mandatory. Firearms must be fired (at least 8 times a year) at an authorized range. d. Firearms may be shipped in HHG or UB. However, they must be clearly identified on the carrier's descriptive inventory.

### a. HAND GUNS

Shipping a privately owned firearm (POF) into the Netherlands by US personnel or their dependents is not prohibited outright, but as a practical matter it is almost impossible to accomplish legally.

### b. RIFLES/SHOT GUNS

Shipping a privately owned firearm (POF) into the Netherlands by US personnel or their dependents is not prohibited outright, but as a practical matter it is almost impossible to accomplish legally.

### c. TOY RELATED GUNS

The possession of a BB gun is not prohibited, provided that the maximum shooting power is limited to 3.5 Joule. The owner of the BB gun must be 18-years or older. A second rule is that the owner of a BB gun must be registered with a certified Airsoft sports club. (The problem is that the MBR will bring the BB gun into The Netherlands before he is registered to an Airsoft sport club which makes it illegal to have one.) For further questions please contact PPPO Brunssum: [usarmy.brunssum.405-afsb-lrc.list.tmo-office@army.mil](mailto:usarmy.brunssum.405-afsb-lrc.list.tmo-office@army.mil)

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

### 8. PRIVATELY OWNED VEHICLES (POVs)

Diesel POV Owners/Shippers: Environmental Emissions Restrictions on Diesel POVs operated within various German/Belgium/The Netherlands city limits are changing "daily". BEFORE SHIPPPING A DIESEL POV, Personnel should email USTRANSCOM-Europe Personal Property Office at [<usarmy.sembach.598-trans-bde.mbx.ppd@mail.mil>](mailto:<usarmy.sembach.598-trans-bde.mbx.ppd@mail.mil>) and provide Make, Model, Year, and VIN #. USTRANSCOM-Europe will call their local RMV and obtain the most current information. Check back often, once we receive more concrete advice, this note will be updated.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) General information: Local customs permit registration of more than one POV, tax/duty free. Other than HQ JFC Brunssum eligible registration of POVs might encounter to pay more registration fees than used to in the US to license and register a POV. AAFES auto service will reduce service to light maintenance (sample: oil change, etc.) Heavy duty maintenance is no longer available through AAFES, only local economy vendors/dealers/garages. Large American vehicles can and may be operated in the Netherlands, but member may encounter challenges when parking. (2) Eligibility for licensing: Driver must have a valid US driver's license in possession. Minimum age to drive a moped is 16 years. Minimum age to drive a motorcycle or automobile is 18 years. Special requirements are applicable for members who have no valid US driver's license in possession. (3) Long Term Lease Vehicles: Because a leased vehicle is not registered nor owned in the member's name, import is not allowed by Netherlands customs as a tax-free vehicle. It is recommended that the member's destination sponsor contact the Military Base Vehicle Registration Office for update information and requirements. (4) Automobiles, Mopeds, and Motorcycles must be registered at local military authority, and a drivers license must be obtained prior to operation of the vehicle.

#### b. MOTOR CYCLES/MOPEDS

Mopeds/motorcycles can be imported in personal property shipment duty free. There is no restriction on the number of vehicles imported.

#### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gas is available, however, not in all European communities. Members no longer have to remove catalytic converters from their POV prior to shipping. However, members must have their catalytic converter systems tested annually to ensure their POVs have not been run on leaded fuel while overseas. In addition, a final test will be required 10 calendar days prior to the POV being turned in for shipment back to the Customs Territory of the United States. This requirement is to

confirm the POV is in conformity with EPA Federal and Regulatory Emission Control Standards.

#### d. INSURANCE AND SAFETY REQUIREMENTS

(1) All vehicles must be in sound mechanical condition, have no protruding parts, and tires must have sufficient tread; i.e., automobiles may not have tread less than 1.6 millimeters.(2) If a car is intended to be used, or could be used, to pull a trailer, it must have two outside mirrors (1 left/1 right) and a directional signal on each side of the vehicle. (3) Vehicles equipped with tinted windows are accepted if installed by vehicle manufacturer. Vehicle windows equipped with folies-tinted windows by others than the vehicle manufacturer, the folies must be removed prior to registration.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“No restrictions identified.”

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“No restrictions identified.”

### 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

#### a. CBS

Importation or utilization of CB radios is not prohibited. However, maximum transmittal power may not exceed 4 watt, and only on the 27MC channel.

#### b. AMATEUR/HAM RADIOS

“No restrictions identified.”

#### c. MARS EQUIPMENT

“No restrictions identified.”

#### d. DISH ANTENNAS

“No restrictions identified.”

#### e. CORDLESS PHONES

“No restrictions identified.”

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Retiree/separatees are not authorized US Government arranged customs clearances/duty free import of personal property or POVs into The Netherlands. Retirees/separatees are personally responsible for arranging clearance through the appropriate Dutch Customs Office.

### 13. OTHER

DOS Arranged ITBL Local Agents:Country: NetherlandsPost: Amsterdam Bureau: EURLocal Agents:VoermanWolga 123)2491 BL The HagueThe NetherlandsPOC: Ramon PavonTel: +31-70-3011301Email: rpavon@voerman.comWebsite: www.voerman.com\*\* Bonded Facility\*\*De Haan RemovalsEdisonweg 18P.O. Box 2592950AG Alblasserdam ( Rotterdam)The NetherlandsPOC: Mr. Dick Ansink ; Mr. Marcel BoerTel: 31-78-692-03-33Email: d.ansink@dehaan.nl ;marcel@dehaan.nl Website:www.dehaan.nlAGS-KHZ International MoversA. van Leewenhoekweg 302400 AJ Alphen a/d RijnThe NetherlandsPOC:Raul Gomez -raul.gomez@agsglobalsolutions.comTel: 31 172 449977Website: www.khz.nl\*\* bonded facility \*\*Post: The Hague Bureau: EURLocal Agents:AGS-KHZ International MoversA. van Leewenhoekweg 302400 AJ Alphen a/d RijnThe NetherlandsPOC: Raul Gomez - raul.gomez@agsglobalsolutions.comTel: 31 172 449977Website: www.khz.nl\*\* bonded facility \*\*3V) oermanWolga 122491 BL The HagueThe NetherlandsPOC: Ramon PavonTel: +31-70-3011301Email: rpavon@voerman.comWebsite: www.voerman.com\*\* Bonded Facility\*\*De Haan RemovalsEdisonweg 18P.O. Box 2592950AG Alblasserdam ( Rotterdam)The NetherlandsPOC: Mr. Dick Ansink ; Mr. Marcel BoerTel: 31-78-692-03-33Email: d.ansink@dehaan.nl ;marcel@dehaan.nl \*\*\*Bonded Facility \*\*\* Website:www.dehaan.nlBoats: - Prior to shipping a boat to the Netherlands, it is recommended the member contact Netherlands customs to inquire import restrictions. Furthermore, a special license must be in possession to operate a boat in the Netherlands. The operator's license has various categories and can only be obtained in the Netherlands.

## General Instructions: NETHERLANDS ANTILLES (AN)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: CNNQ, JPPSO-SE) This instruction establishes procedures for the shipping of unaccompanied baggage and Household Goods for DoD personnel assigned to the 429 EOS FOL, Curacao, Netherland Antilles. a. Process HHG via Code 4 and UB via Code 8 under the one-time-only (OTO) program in DPS. Select Willemstad as the city and consign to GBLOC: CNNQ. Ship to: Trailboss Enterprises, INC.-FOL BOS 429 EOS FOL USAF, HATO International Airport Willemstad, ATTN: Brandon Fusco; Phone: 520-334-6401 Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." This instruction establishes procedures for the shipping of unaccompanied baggage, Household Goods and POV for DoD personnel permanently assigned to Curacao, Netherland Antilles. DOS arranged shipments: Contact DOS

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

"No restrictions identified."

### 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

**a. HAND GUNS**

“Importation is PROHIBITED.”

**b. RIFLES/SHOT GUNS**

“Importation is PROHIBITED.”

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

“Importation is PROHIBITED.”

**8. PRIVATELY OWNED VEHICLES (POVs)**

“No restrictions identified.”

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

“No restrictions identified.”

**b. MOTOR CYCLES/MOPEDS**

“No restrictions identified.”

**c. GASOLINE/CATALYTIC CONVERTERS**

“No restrictions identified.”

**d. INSURANCE AND SAFETY REQUIREMENTS**

“No restrictions identified.”

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

“No restrictions identified.”

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

“No restrictions identified.”

**11. TRANSMITTING EQUIPMENT**

“No restrictions identified.”

**a. CBS**

“No restrictions identified.”

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Retiree/separatees are not authorized US Government arranged customs clearances/duty free import of personal property or POVs into The Netherlands Antilles. Retirees/separatee's are personally responsible for arranging clearance through the appropriate Antilles Customs Office.

**13. OTHER**

None.



## General Instructions: NEW CALEDONIA (NC)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

OTHERCuracao Netherlands Antilles shipments must be shipped via one-time-only (OTO) or Code 8, direct to unit of assignment.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

This instruction establishes procedures for the shipping of unaccompanied baggage and Household Goods for DoD personnel permanently assigned to Curacao, Netherland Antilles. Ship to: 429 EOS/FOL (USAF), C/O ITT Systems Corporation, Hato International Airport Curacao, Netherland Antilles; Attn: Nicholas Zaph; Phone: 520-334-6401.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

**a. ALCOHOLIC BEVERAGES**

No restrictions identified.

**b. CIGARETTES/TOBACCO PRODUCTS**

No restrictions identified.

**c. COSMETICS**

No restrictions identified.

**d. FOOD STUFFS AND MEATS**

No restrictions identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT**

No restrictions identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restrictions identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No restrictions identified.

**a. HAND GUNS**

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

No restrictions identified.

**13. OTHER**

No restrictions identified.

## General Instructions: NEW ZEALAND (NZ)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPSO PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS: ---a. ENSURE MEMBER EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797. ---b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK DEPARTMENT OF STATE MANAGED SHIPMENT NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)). ---c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER EMPLOYEES ORDERS VIA FAX EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891 or 0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV. ---d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A ---CANCELLED--- STATUS. OTHER:

1 - Active duty military and military sponsored civilians on PCS to New Zealand. All personal property is imported duty free with the stipulation they are for the members personal use and will not be sold or otherwise disposed of. The responsible transportation office for active duty military and DoD sponsored civilians on PCS to New Zealand is the 337 ASUF, Canberra Australia, RAFC. Refer to Australia international PPSO for consignment and contact information. 2 - All personnel must obtain a New Zealand Diplomatic Exemption Visa (DEV) in their passport prior to arrival to be officially recognized and confirm their right to enter New Zealand. Application can be made to the nearest New Zealand Embassy/High Commission for a DEV. 3 - MEDICAL CLEARANCES--A medical clearance issued by the Department of State Office of Medical Clearances (MED) is required for everyone (besides Active Duty Military and dependents) before arriving at Post for a tour of duty. Active duty military and their dependents are given a medical clearance by DOD. Other civilians from all agencies who will serve a tour at post or will be TDY at post for more than 30 days need to contact MED at medclearances@state.gov. If you or your family members have not had a clearance before, please allow time for a full-physical exam that must be completed on the MED forms. Other forms or other physicals cannot be accepted. If you have had a prior clearance, it will probably need to be updated before coming to post and MED can give you guidance on how to do that. MED will assist with providing the proper forms and notifying you when you and all your family members are cleared medically to go to Post. If you have any questions that MED Clearances can't answer, you can contact the RMO in Canberra, Australia, who covers New Zealand. 4 - WHEN TO SHIP--Because of very strict Bio-security requirements of New Zealand, shipments should not arrive prior to customer arrival at post. Shipping times vary but are normally a minimum of 6 weeks from ELSO for sea freight, for example, but can take up to 3 months. Losing posts are welcome to contact the Wellington GSO to inquire about transit times from their location. Wellington GSO organizes the receipt of personal effects shipments for all of Mission New Zealand. (CH 23-Mar-2018 USTCJ4-HB-

PAC RB)

### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

### c. HARD LIFT AREA

No restrictions identified.

### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

--New Zealand Ministry of Agriculture and Fisheries enforces strict adherence to regulations regarding importation of prohibited items. It is imperative customers comply with these regulations; failure to do so could result in lengthy delays in the clearance of effects, possible confiscation of prohibited items and potential fines.--Shipments will be inspected upon entry into New Zealand so it is important to clearly and accurately identify items on packing lists. It is a good idea to carry a copy of packing lists from UB and HHG pack-outs when entering NZ. Grouping items together that are permitted, but will require inspection or fumigation, when packing will save time when inspectors need to pull certain items from shipments for secondary inspection or treatment. Items such as hiking boots, camping gear, lawn chairs, golf shoes, dried plants, holiday ornaments made from natural materials, wreaths, baskets, and anything made from bone or feathers are often inspected for soil matter and contaminants. These items should be clearly labeled. If after inspection it is determined that these items require treatment they will be removed. Make sure outdoor items are free of dirt and dried plants. Plant-based objects such as dried flowers, leaves and pine cones will most likely be considered a biosecurity risk and destroyed. Recommend customers do not bring these items. Some things are better left in storage because they will be burned, fumigated or returned to the USA at customer expense. For a complete up-to-date list of prohibited items, visit website [\(CH 23-Mar-2018 USTCJ4-HB-PAC RB\)](http://www.mpi.govt.nz)

## 3. CONSUMABLES

-OTHER PROHIBITED AND/OR RESTRICTED ITEMS: PROHIBITED ITEMS include: straw packaging, straw handicrafts may be allowed after examination and treatment. Coral, clam, turtle shells, tortoise shells, and ivory in any form including curios, jewelry, souvenirs and handicrafts. RESTRICTED ITEMS include: unprocessed wool and animal hair; including yarns, rugs and apparel. Riding equipment including clothing, footwear and grooming equipment. Camping gear. Animal remedies, foots, and vaccines. NOTE: Restricted items must be declared and may require inspection and/or treatment. They may be prohibited depending on origin and packaging. --Please note certain food items such as honey and popcorn or anything that can be planted and grown, such as dried beans, cannot be brought into New Zealand or sent through the DPO. A full list of precluded items is available on request or through the website <http://www.mpi.govt.nz/travel-and-recreation/arriving-in-new-zealand/goods-clearance/>. Go to Travel and Recreation and carefully

read the Moving to New Zealand: what you need to know pamphlet. Further questions can be answered by contacting: CLOWellington@state.gov or info@mpi.govt.nz.(CH 23-Mar-2018 USTCJ4-HB-PAC RB)

#### a. ALCOHOLIC BEVERAGES

Importation in personal property shipments is not permitted.(CH 23-Mar-2018 USTCJ4-HB-PAC RB)

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.(CH 23-Mar-2018 USTCJ4-HB-PAC RB)

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

The following items are prohibited: All fresh fruits and vegetables; egg cartons. Honey; including pollen, honeycombs and other bee products including propolis and medications. Meat and meat products; fresh, cooked and small goods. Fresh water fish species including salmon and trout (canned products subject to examination). --FINES--The Government of New Zealand instituted fines for non-declared bio-security hazards for anyone found entering New Zealand with undeclared plant, animal or food material. Travelers found carrying these undeclared items can be issued an instant fine of NZ\$400 (approximately US\$300) at the point of entry. Bio-security is a serious issue to New Zealand and fines will be administered immediately and without warnings. Diplomatic status will not exempt customers from fines. For a complete up-to-date list of prohibited items, visit website [www.mpi.govt.nz](http://www.mpi.govt.nz).(CH 23-Mar-2018 USTCJ4-HB-PAC RB))

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Please take note that certain prescription medications containing controlled substances may not enter New Zealand. There are also restrictions on the importation of some herbal medicines/products. All medicines must be in clearly marked containers with corresponding dosage information and a letter from a doctor. If customers require further information on restricted medications, contact should be made with Post. Post will provide contact details for our local Embassy Medical Advisor and with the RMO based in Canberra. Most pharmaceutical products are available in country; some may cost more than in the US. New Zealand has a national health system which includes a subsidy on many pharmaceutical drugs if prescribed by a general practitioner. This subsidy is not available to foreigners. Some prescription drugs are not available locally. Instead, there may only be one or two options of prescription drugs available for a particular condition. If you have specific needs, we suggest you bring an initial quantity with you and arrange in advance for future shipments to be made by mail from the US. Again, customers will need to consult with the Embassy Medical Advisor and the RMO on any restrictions at the time.(CH 23-Mar-2018 USTCJ4-HB-PAC RB)

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No restrictions.

#### b. TVs/VCRs

New Zealand uses the PAL broadcast television system, and is going digital, so a TV designed for use in the US (NTSC) will not work in New Zealand. Post suggests bringing a multi-system (PAL and NTSC) unit, which will allow customers to watch NZ TV and take maximum advantage of local TV stations and DVD rentals. US DVD players generally only work with Zone 1 disc (USA). NZ players are Zone 4 and sometimes, Zone-Free, which will play both US and NZ discs. (CH 23-Mar-2018 USTCJ4-HB-PAC RB)

#### c. OTHER (i.e. COMPATIBILITY, ETC)

New Zealand voltage is 230 volts at 50 cycles. Transformers are required for American appliances of 110 volts. NOTE: Electronic digital clocks or washer/dryers which are designed to function at 60 cycles will not keep time properly in New Zealand. (CH 23-Mar-2018 USTCJ4-HB-PAC RB)

### 5. FURNITURE, OVERSIZED

Housing in Wellington is government-owned or leased and furnished. In most cases, residences have very limited space (storage and otherwise), so please keep this in mind when packing out. Post has no storage facilities available, so customers should plan on government-provided furniture staying in the residence. Commercial storage is available, at the personal expense of the customer, but it is very expensive. (CH 23-Mar-2018 USTCJ4-HB-PAC RB)

### 6. PETS/QUARANTINE

Importation regulations change often. Members considering importing their cat or dog must contact the Ministry of Agriculture and Fisheries (MAF) Import Management and Quarantine office AT LEAST SIX MONTHS prior to intended importation date. The commercial number for the Ministry of Agriculture and Fisheries (MAF) is 011-64-4-498-9624. Current standards are as follows: a. The animal must have a microchip inserted or a tattoo implanted by a veterinarian for identification purposes (the chip that is currently preferable is the Trovan Destron Fearing chip and MAF can provide names and phone/fax numbers of suppliers. This must be done at least six months prior to export. b. Primary rabies vaccination must have taken place not less than six months and not more than one year prior to shipment. NOTE: The microchip/tattoo identification number should be on the rabies certificate. OR: Booster vaccination must have taken place not more than one year prior to shipment. c. Rabies Neutralizing Antibody Titration test results, showing antibodies of greater than 0.5IU/ml must be performed at least six months prior to the first day of quarantine in New Zealand. Time limits may vary depending on rabies vaccination history. Additional information is available at [www.maf.govt.nz](http://www.maf.govt.nz). d. A second Rabies Neutralizing Antibody Titration Test is also required to be performed within the 30 days preceding the first day of quarantine in New Zealand. To be permitted entry into New Zealand, animals must be issued with an Import Health Permit (application forms available from the MAF point of contact). You must already have CONFIRMED space arranged at a MAF approved quarantine facility, there are currently two in the Auckland area. Rates range from NZ\$35.00 - \$45.00 per day for a dog and the required period of confinement is 30



days. These facilities currently have a six month waiting list. There is only one quarantine facility in the Christchurch area. Also accompanying your completed application must be: (1) A check or money order for NZ\$135.00. (2) Letter from the operator of the quarantine facility, co-signed by the supervising MAF Veterinarian confirming availability of space for the animal at the time of importation. (3) Rabies antibody titration test results. This needs to be greater than 0.5IU/ml, taken at least six months prior to the first day of quarantine in New Zealand. (4) Letter from the animals veterinarian stating the date blood was taken from the animal for the laboratory testing above. The pet owner must also contact the airlines they are traveling on, domestically within CONUS and international. This should be done well in advance of the planned travel dates. The cost is high and is based on excess baggage costs which go by size and/or weight of the animal, this varies from domestic to international flights. Once an animal has been in quarantine in Auckland for the required 30 days, further transportation costs are involved to get the animal to its final destination, again at the members expense. --IMPORTANT-- Costs associated with transporting pets out of the US to New Zealand along with meeting all requirements are approximately US\$3,000.

Post is experiencing increased difficulty in finding leased housing that will allow tenants to have pets – post cannot guarantee success. If a customer plans to import a pet, please notify Post promptly.(CH 23-Mar-2018 USTCJ4-HB-PAC RB)

## 7. PRIVATELY OWNED FIREARMS (POF)

Owners of guns must acquire a firearms license from a New Zealand Police Arms Office at a cost of NZ\$123.75. The owner must then apply to the same office for a permit to import their gun.

The New Zealand Police hold a list of approved makes and models of guns, so members should apply before shipment to see if their gun is approved and to obtain a copy of the Firearms Code.

The commercial phone for the New Zealand Police Arms Office for Christchurch is 011-64-3-379-3999.

### a. HAND GUNS

Strict requirements exists for ownership of handguns in New Zealand. Contact the New Zealand Police Arms Office for specific information. (CH 23-Mar-2018 USTCJ4-HB-PAC RB)

### b. RIFLES/SHOT GUNS

Sporting rifles and shotguns may be imported but must be inventoried as a separate item on the household goods inventory. Member must have their original U.S. firearms license/permit for registration in New Zealand. Contact the New Zealand Police Arms Office for specific information.

(CH 23-Mar-2018 USTCJ4-HB-PAC RB)

### c. TOY RELATED GUNS

No restrictions identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Importation PROHIBITED.(CH 23-Mar-2018 USTCJ4-HB-PAC RB)

## 8. PRIVATELY OWNED VEHICLES (POVs)

Effective 1 March 2005, the 337th Air Support Flight, Canberra, Australia assumes this management responsibility. --IMPORTANT --Automobiles in New Zealand are right-hand drive. Left-hand drive vehicles may be imported, but they must be exported at the end of tour. ---Post discourages importation of left-hand drive vehicles---due to strict Ministry of Transport testing for compliance with New Zealand regulations. POV storage in the US for one left-hand drive vehicle is allowed if you choose not to bring your vehicle to post. It can cost up to US\$2,500 and take several weeks to replace headlights required to meet the New Zealand right-hand drive standards to pass the vehicle compliance inspection. Please note not all models of headlights are available in country. These costs can be itemized and reimbursed within the limitations of the Foreign Transfer Allowance.--Importing a vehicle to NZ and if it left hand drive can be a very long and expensive process once the vehicle has arrived in NZ, first it will be inspected by NZ Customs and the Ministry of Primary Industries( MPI ) this is the Biosecurity Team that will also inspect items in your UAB / HHE shipments, if MPI find any bugs, spiders, etc. in the Vehicle, it will be flagged for Fumigation, which will delay the process longer, after it is cleared by Customs and MPI it will then go to a Vehicle Testing Station ( Compliance ) where they will check everything on the vehicle to make sure it passes and it is good to drive on NZ roads.--Left Hand Drive Vehicles : Most if not all left hand drive vehicles will need to have the heads lights adjusted or replaced to comply with NZ standards, the Compliance center can't tell by looking at the model of the vehicle on the system, the vehicle has to be physically here, as the head lights are hooked up to a beam light to check the direction they are pointing at. An estimated cost for compliance is\$450 NZD, plus GST, if it needs headlights, etc. extra cost on top and first time Registration in NZ for the vehicle is around\$100 - \$250 NZD, it depends on the make / model of the vehicle as every vehicle is different.(CH 23-Mar-2018 USTCJ4-HB-PAC RB)

### a. POVs (includes data on prohibited vehicles, colors, etc.)

All POVs must be cleared through New Zealand Customs. Members ordered PCS to New Zealand may import two POVs duty free, however, the cost of shipping the second vehicle is borne by the member. Origin must submit by facsimile the advance documents to the 337th Air Support Flight at commercial phone number 011-612-6273-5231 to expedite the Custom clearance. DSN is not available. Required documents are: a. Copy of official orders b. Copy of drivers license c. Copy of vehicle certificate of title or registration d. Shipping notices; CBL/GBL e. Copy of DD Form 788 f. Value of vehicle determined by using the Kelly Blue Book g. Global POV Contractor submits the completed New Zealand Quarantine Declaration. (1) Active duty military and civilians assigned to tenant activities. Member should hand carry to New Zealand (not place in HHGs) title and bill of sale as proof of ownership, purchase price, purchase date, POV identification number, etc. Member should also know cubic inch measurement of engine. Consignment of vehicle should be to Port Lyttelton, NZ, water port code (VE5). Importation is duty-free, with the provision the vehicle cannot be sold before 2 years in country and it would be converted to right hand drive before sale. Member also must declare POV will be reshipped if they are posted before a 2 year tour is fulfilled. (2) Active duty military and civilians assigned duty with the American Embassy, Wellington, New Zealand. Shipment of POV should be coordinated through the American Embassy, Wellington, NZ. Consignment of vehicle should be to Wellington, NZ (VE2). Importation is duty-free, with the provision the vehicle cannot be sold before 3 years in country and it would be converted to right-hand drive before sale. If thinking of selling the imported vehicle upon departure, please note that selling a vehicle that has been in the country for less than 3 years will require payment of Good and Services Tax (GST), currently 15%. Also, left-hand drive vehicles cannot be sold in-

country.h. Post recommends reviewing the following websites for more information:---  
<http://www.aa.co.nz/cars/licensing-safety-fees/export-import-car/> ---  
<https://www.nzta.govt.nz/vehicles/importing-a-vehicle/> (CH 23-Mar-2018 USTCJ4-HB-PAC RB)

## b. MOTOR CYCLES/MOPEDS

Motorcycles/mopeds are considered POVs and may be shipped in personal property. Motorcycles should also be steam cleaned prior to shipment and member hand carry steam cleaning certificate to facilitate agriculture clearance. (CH 23-Mar-2018 USTCJ4-HB-PAC RB)

## c. GASOLINE/CATALYTIC CONVERTERS

New Zealand has recently converted to unleaded fuel only. Catalytic converters need not be removed. (CH 23-Mar-2018 USTCJ4-HB-PAC RB)

## d. INSURANCE AND SAFETY REQUIREMENTS

Any member under the age of 25 importing an American vehicle with engine power over 2 liter should know insurance companies in New Zealand will only insure them for third party coverage at very high premiums. Member will have great difficulty getting an insurance company to insure them. Cost of insurance on a left hand drive vehicle ranges from NZ\$250.00 a year, with a NZ\$1000.00 deductible, to NZ\$1000.00 a year, with a lower deductible (NZ\$500.00). A statement of record from a previous insurer shows an accident free and no claim history will greatly assist in obtaining insurance at a more reasonable price. SAFETY REQUIREMENTS: Part of the clearance process is the requirement to apply to the Land Transport Safety Authority (LTSA) for a permit to Import a left hand drive vehicle. Once this is obtained a physical safety and road worthiness check is performed by the same authority at a minimum cost of NZ\$120.00, costs go up if modifications are required. After the safety inspection, a Warrant of Fitness (WOF) is issued. Generally, any vehicle meeting local state vehicle inspection criteria will pass a Warrant of Fitness inspection in New Zealand. Regulations covering seat belts require lap and shoulder restraints for the two front seats, i.e., the driver and passenger nearest to the door. Shoulder restraints must be the dual sensitive emergency locking retractor (Inertia reel) type. To replace these could cost NZ\$485.00 to NZ\$585.00. Also required are the same belts including shoulder restraints for back seat passengers nearest either door. All other seats require approved lap belts. Another requirement is at least one high-mounted stop light at driving eye level at the rear of the vehicle. On a convertible, this is to be no lower than 152 millimeters below the lower edge of the rear window. On other cars, no lower than 77 millimeters below the lower edge of the rear window. Once satisfying all of these requirements the member must register their POV. Fees are based on horsepower rating or cubic inch engine size and for the first time registration in country can cost from NZ\$190.10 to NZ\$368.60 for six months or NZ\$265.20 to NZ\$444.45 for one year (approx. US\$129.27 - \$250.65 and \$180.33 - \$302.25) Subsequent registrations cost NZ\$82.65 for six months or \$157.75 for a year (approx. US\$56.20 or \$107.27). The member should now have their Left Hand Drive (LHD) Import Consent, WOF, and Registration certificate. They must now apply to the LTSA for a Permit to Operate a LHD vehicle on the road. There is no cost for this permit. New Zealand Ministry of Agriculture and Fisheries may also require the vehicle be steam cleaned at port of entry if found to have excess dirt or bugs in wheel wells or about the engine. The cost is NZ\$106.87 and is payable by the member. Recommend POVs be steam cleaned prior to shipment and receipt or certificate to verify cleaning be placed in the window of the car. There are many safety restriction, therefore, before shipping your POV, recommend a visit to [www.ltsa.govt.nz](http://www.ltsa.govt.nz).

Second hand vehicles are affordable and may be cheaper than shipping your own in the long term.

(CH 23-Mar-2018 USTCJ4-HB-PAC RB)

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No Restrictions Identified.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

The New Zealand Ministry of Agriculture and Fisheries require all cane, bamboo, rattan, and associated products entering New Zealand to undergo inspection in New Zealand. Fumigation will be required if any evidence of infestation is found. Rates for fumigation range from NZ\$6.65/item to a maximum of NZ\$112.50 for loose loads, through to NZ\$420.00 for a forty foot container load (Code 4). For additional information visit [www.maf.govt.nz](http://www.maf.govt.nz). (CH 23-Mar-2018 USTCJ4-HB-PAC RB)

## 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

### a. CBS

No restrictions exists for shipment of electronic equipment. In order to use CB Radios, registration is required at an approximate annual fee of NZ\$18.00. Single side band radios are allowed but are subject to New Zealand Post Office approval. American made CB radios require modification prior to use in NZ. Registration of Mars equipment is required at no cost to the member. (CH 23-Mar-2018 USTCJ4-HB-PAC RB)

### b. AMATEUR/HAM RADIOS

No restrictions identified.

### c. MARS EQUIPMENT

No restrictions identified.

### d. DISH ANTENNAS

No restrictions identified.

### e. CORDLESS PHONES

No restrictions identified.

## 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

**PRIVATELY-OWNED VEHICLES** Consignment of vehicle should be made to port closest to home of selection. Member should contact Gorman Vernel International Freight Limited (GVI) at 011- 643-358-0008 to arrange for clearance and pickup of car. Member must meet all of the following conditions, supported by full documentary evidence, to qualify for duty-free importation. (1)  
You comply with the Land Transport Safety Authority requirements or conditions of resale, reexport, or conversion to right hand drive. In the first instance, you should write to the Land Transport Safety

Authority, Vehicle Compliance, PO Box 2840, Wellington, New Zealand, Commercial telephone number 011-644-494- 8600 and fax 011-644-494-8601. (2) You are arriving in NZ to take up permanent residency for the first time. (3) You have personally owned and personally used the vehicle for at least 1 year before the date of your departure for NZ or the date of its shipment, whichever is earlier. (4) You are bringing the vehicle for your personal use and not for resale, gift, or disposal in any other way. (5) You must be prepared to give a written undertaking/statement if you sell or dispose of the vehicle within 2 years of the date of its importation, you will pay an amount equal to the duty and Government Service Tax (GST) which would otherwise be payable. (6) A written undertaking/statement will be required that the vehicle will not be used in a commercial capacity for hire, or for the transport of cargo or the carriage of passengers for reward, within two years from the date of importation. NOTE: Returning New Zealanders do not qualify for the above concession unless they can demonstrate personal ownership and use of vehicle prior to 21 Jun 79. (7) Personnel importing POVs that do not qualify for duty free importation are liable for a minimum customs duty of NZ\$1500.00. They also pay 12.5% GST on the value for duty plus duty payable, plus cost of shipping vehicle to New Zealand and insurance. Information is contained in NZ Customs Notice Number 6. The commercial phone and fax numbers for the Christchurch office of New Zealand Customs are 011-643-358- 0600 and 011-643-358-0606. HOUSEHOLD GOODS (Entire para CH 27-Feb-2020 TCJ9-OH RB) Your household goods and other effects will be admitted free of duty and exempt from GST for a reasonable time after you arrive provided you can meet the following requirements: (1) Customers MUST contact the PPSO in Canberra, Australia for instructions on what documents are required PRIOR TO DEPARTING THEIR CURRENT DUTY STATION and arriving into New Zealand. ALL documents MUST be submitted to the PPSO in Canberra, Australia once the goods are picked up at origin. Customers are required to e-mail the following to 337asuf.igt@us.af.mil: a. a copy of their passport photo/information page b. Unaccompanied Personal Baggage Declaration (UPBD) c. Personal Effect-Supplementary Declaration (MPI) d. retirement orders Any delay with Customs Forms will result in wharf storage fees billed directly to the customer for non-compliance of requirements. The UPBD and MEI Forms are located on the internet at: UPBD: <https://xsbaggage.com/wp-content/uploads/2019/11/nzcs-218-unaccompanied-personal-baggage-declaration-august-2017-1.pdf> MPI: <https://www.biosecurity.govt.nz/dmsdocument/4690/direct> (2) You are coming to New Zealand with the intention of taking up permanent residence. (3) You have lived outside New Zealand for the whole of 21 months prior to the date of your arrival in NZ. (4) You have owned and used the goods before the date of your departure to New Zealand. (5) The goods are for your own personal use and not intended to be used in your business or be of a commercial nature. Information is contained in NZ Customs Notice Number 4. SHIPMENT ROUTING When selecting the method of shipment for a customer having to pay the cost over and above their Entitlement, for example, someone choosing New Zealand as their Home Of Selection upon retirement, the least expensive mode should be chosen and surface mode is acceptable.(CH 23-Mar-2018 USTCJ4-HB-PAC RB)

### 13. OTHER

a. BOATS: Boats imported into New Zealand fall under the same customs provisions as paragraph 8 above. Boats do not require registration; however, the boat trailer has to be registered and warranted at the owners expense. b. HOUSING: Floor plans of New Zealand homes are different from those found in most US homes. Long hallways with rooms leading off are standard. Most homes do not have a basement. Many of the homes lack storage space and sufficient electrical outlets. Also rooms and closets are small by US standards. Few homes have central heating, relying

instead on space heaters, wood stoves, or fireplaces. In rental properties, cooking ranges are provided by the landlord. Refrigerators, washers, and dryers are provided by the tenant. However, there are refrigerators, washers, dryers, available to active duty service members on a first come, first serve basis from the command. Personnel should check for availability through their sponsor.

c. STORAGE: Non-temporary storage (NTS) of household goods must be utilized at origin. (CH 23-Mar-2018 USTCJ4-HB-PAC RB)

## General Instructions: NICARAGUA (NI)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

OTHER: Active duty military and military sponsored civilians on PCS to New Zealand. All personal property is imported duty free with the stipulation they are for the member's personal use and will not be sold or otherwise disposed of. The responsible transportation office for active duty military and DoD sponsored civilians on PCS to New Zealand is the 337 ASUF, Canberra Australia, RAFK. Refer to Australia international PPSO for consignment and contact information.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS



Bills of lading should indicate consignment of shipment to either US Military Group or Defense Attache, US Embassy, depending on assignment of personnel to facilitate customs clearance.

### 3. CONSUMABLES

The JFTR/JTR identifies Managua, Nicaragua as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010) A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

One US gallon can be imported in personal property shipments.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

Recommend shipment via APO AA 34021 only. Home computers are subject to loss. Require special permit from the Government of Nicaragua.

#### b. TVs/VCRs

No restrictions identified.



**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

A certificate of rabies inoculation issued not less than 30 days nor more than 1 year and a health certificate not more than 30 days old are required. Advance issue of an import permit from Nicaragua authorities can be obtained through agency of assignment in Nicaragua with the following data on the animal(s) to be shipped: age, sex, weight, color, breed, name of animal, and place of origin.

**7. PRIVATELY OWNED FIREARMS (POF)**

Advance permission must be obtained through agency of assignment in Nicaragua if additional firearms are to be shipped. Importation, for personal use only, of the following types of nonautomatic firearms is permitted:

**a. HAND GUNS**

One .22 caliber pistol; one .38 caliber pistol

**b. RIFLES/SHOT GUNS**

One .22 caliber rifle; one 20 gauge shotgun; one 12 gauge shotgun.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

MILITARIES RETIRING FROM OFFICIAL DUTY ARE NOT GRANTED EXEMPTIONS OF TAXES FOR IMPORTATION BY THE NICARAGUAN GOVERNMENT AS DIPLOMATIC PERSONNEL OF THE AMERICAN EMBASSY, MANAGUA. RETIRING PERSONNEL ARE CONSIDERED CIVILIAN AND HAVE TO PAY THE CORRESPONDING TAXES OF IMPORTATION. ONLY THE EMPLOYEES ASSIGNED BY THE US GOVERNMENT TO THE AMERICAN EMBASSY IN MANAGUA ARE REGISTERED AT THE MINISTER OF FOREIGN AFFAIRS AND GRANTED THEIR POSITION AS DIPLOMATS AND EXEMPTIONS OF TAXES. The only way to apply for Exemption of Taxes is by the Tourist Department by Decret 628 for retiring people over 45 years of age or older. The person must have lived 10 years out of Nicaragua, present copy of birth certificate, Certificate from Interpol, and a Certificate of Health. For more information, the person should call to (505) 222-7423 with Carolina Gadea, Direccion de Asuntos Juridicos. Decreto 628 Ley de Residentes Pensionados.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

NO POV/OFV'S OLDER THAN 10 YEARS. TITLE OF POV REQUIRED. NO LAND OR RANGE ROVERS ALLOWED. POV: no older than 10 years, based on the manufacture date. (1) POVs shipped to Nicaragua should be unpretentious and modestly equipped. Vehicles such as Fords, Chevrolets, Plymouths or common foreign imports are recommended for ease of repair and availability of parts and service. Personnel assigned to the US Embassy or USMILGP may normally import one vehicle duty free. Those families having a need for a Second vehicle may, if approved by the US Embassy, import a second vehicle duty-free. This is not to be construed as authorizing a second shipment at Government expense. (2) Customs clearance procedures, requirements and restrictions:

(a) Vehicles and parts of the make ROVER; i.e., Land Rover, are prohibited from import. (b) Original Bill of Lading and copy of invoice of the vehicle or copy of bill of sale, copy of the Certificate of Title issued by the selling company. On the Bill of Lading, the name of the owner of the vehicle must be clearly identified. Notify party telephone number should be (505) 266-6010, EXT 4589. (c) In the bill of lading, mark and consign to: American Embassy Nicaragua (state area); complete remainder of address, name of employee. (3) SPECIAL INSTRUCTIONS: Original Bill of Lading should show name of the owner, make of the vehicle, year, color, VIN number or engine number.

**b. MOTOR CYCLES/MOPEDS**

Motorcycles/mopeds can be imported with household goods shipments but must be clearly identified in the original Bill of Lading since in Nicaragua they are considered a vehicle and must be declared. They can be imported duty-free.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

Liability insurance is required and is most economically purchased in Nicaragua. Specific up to date information can be obtained when the person arrives to the country.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

There are no restrictions imposed on DOD personnel on importation of CB radios; however, Army members must have approval from overseas Commander prior to shipment, (AR 105 4).

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

Recommend shipment via APO AA 34021 only. MARS and all radio equipment require special permit from the Government of Nicaragua.

#### d. DISH ANTENNAS

No restrictions identified.

#### e. CORDLESS PHONES

No restrictions identified.

### 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Nicaragua should be counseled that all customs entry requirements of the member and payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Nicaragua.

### 13. OTHER

No restrictions identified.

## General Instructions: NIGER (NE)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: TIDK, US Con, TJD American Con)Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.OTHERshipment CANNOT arrive before the member's arrival. Post does not have storage facility and cannot get the customs exemption before member is registered by the Ministry of Foreign Affairs.

#### a. WEIGHT RESTRICTIONS

DOS arranged shipments: Contact DOS.DOD arranged shipments: "In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

Size restrictions on lift vans/containers, crates of HHG, UAB, and consumables for air transportation can not exceed the following dimension: height 162cm, no limit for length or width. Crates taller than 162cm are sometimes laid on the side, which may damage contents, or crates can be refused by carrier.

#### c. HARD LIFT AREA

Hard lift area for Army, Air Force, and Marine Corps. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOS arranged shipments: Contact DOS.DOD arranged shipments: "In accordance with the Joint Travel Regulations." For UB only mark: American Ambassador (initials of employee), U.S. Embassy-Niamey, Niger(not Nigeria)West Africa. Routing usually via Paris, France.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

The following documents are required: Ministry of Foreign Affairs ID Card Customs Exemption Packing List Commercial Invoice Airway Bill or BL Title for the POV

### 3. CONSUMABLES

DOD and DOS For: Niamey, Niger. JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Niamey, Niger as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified." although quarters are furnished.

**6. PETS/QUARANTINE**

Health certificate should be dated 48 hours before departure and rabies vaccination within last 90 days of arrival are required. Pets arriving or departing Niger transiting through France must be tattooed or have a microchip inserted for identification purposes. (Per French Government regulations). Birds are not authorized

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

POV CANNOT arrive before the member's arrival. Post does not have storage facility and cannot get the customs exemption before member is registered by the Ministry of Foreign Affairs.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

(1) DoD OUTGOING POV SHIPMENTS are made using the Department of State shipping process in accordance with the Memorandum of Agreement (MOA) between Department of State and Department of Defense. (2) DoD INCOMING POV shipments must be marked: American Ambassador (initials of employee), U.S. Embassy-Niamey, Niger and (for employee's full name). Consign to: American Ambassador, US Embassy Lome or Cotonou via sea freight. US Embassy Niamey and US. Embassy Lome or Cotonou on all cable traffic. Employee should fax copies to

Niamey of vehicle documents: Last registration; bill of sale; or title, so that pre-clearance procedures can begin. (Fax No. 011-227-73-31-68). Additional copies should be hand-carried by the employee, as well as original title, registration, bill of sale or other documents concerning vehicles. All documents will be needed to facilitate customs clearance and other procedures. There is age limit or color restriction. Member can ship a SUV with any size engine. Member is only authorize one POV duty free.

#### b. MOTOR CYCLES/MOPEDS

Motorcycles is considered a POV. No restrictions, but helmet must be worn during use. No headlights permitted during daylight hours.

#### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gas is available.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Local insurance for the POV is required.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“No restrictions identified.”

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“No restrictions identified.”

### 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

#### a. CBS

“Importation is PROHIBITED.”

#### b. AMATEUR/HAM RADIOS

“No restrictions identified.”

#### c. MARS EQUIPMENT

Contact Embassy before shipping.

#### d. DISH ANTENNAS

“No restrictions identified.”

#### e. CORDLESS PHONES

“No restrictions identified.”

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Niger should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Niger. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

### 13. OTHER

DOS Arranged ITBL Local Agents: Country: NigerPost: Niamey Bureau: AFLocal Agents:For Air Shipments :- International LogisticsServices: ILS-Niger : General Director : Mr. JeanPaul Douramane-Phone: 00227-90363118- email:jeanpaul@ilslogistics.comAir and Sea shipmentHamdan Kassiran Transit: HKT (specially for POVsand GOVs) General Manager: Mahamadou Aliou-Phone 00227-96002900- Email:mahamadouhkt@gmail.comFor sea Shipments-Extreme Déménagement, Manutention et Logistics: EDML-Niger- GeneralManager: Mr. Gbedo Clotel ( Supplies and personaleffects ) - Phone: 00227-94844564- Email:gcotel@yahoo.frFor Air Shipments :-Assistance Logistics: ASLogistics-General Director: Mr. Ari Issa- Phone00227-97434343-email:a.issa@aslogisticsniger.comFor sea Shipments: SHALSON Niger : GeneralManager Alkali Sani Halilou ( supplies and personaleffects )-Phone: 00227-96962809- Email:Sani.Halilou@shalsons.com



## General Instructions: NIGERIA (NG)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) DOS arranged shipments: Contact ( TJKD US Cons, TJDL American Emb)"Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.OTHERShipment CANNOT arrive before the member's arrival. Post does not have storage facility and cannot get the customs exemption before member is registered by the Ministry of Foreign Affairs.AbujaGSO Contact Information:William P Sefcik SefcikWP@state.govPhone: 234 461 4157; 234 809FSN Contact Information:Chuck Okafor AbujaShipping@state.govPhone: 234 946 14274Group EmailAbujaShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

Size restrictions on lift vans/containers, crates of HHG, UAB, and consumables for air transportation can not exceed the following dimension: height 162cm, no limit for length or width. Crates taller than 162cm are sometimes laid on the side, which may damage contents, or crates can be refused by carrier.

#### c. HARD LIFT AREA

Hard lift area for Army, Air Force, and Marine Corps. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS. For UB only mark: American Ambassador (initials of employee), U.S. Embassy-Niamey, Niger(not Nigeria)West Africa. Routing usually via Paris, France.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

- a. All airway bills for HHG shipments to Lagos must be consigned American Consulate, Lagos, Nigeria (first name, last name). It will be impossible for the ministry to approve in future any consignment that may be addressed to carriers inclusive or its local agents, who to the best knowledge of this ministry do not have any diplomatic status. The consignee of any consignment is the legal owner of the goods being imported. If the consignee, nature of commodity, and handling information are not completed in this exact manner, long delays in clearing shipments in Lagos are likely. b. Advance copy of airway bill, PPGBL, and packing list must arrive in Lagos 3 weeks before flight. PPGBL alone is not acceptable. The 3-week time lag between receipt of advance documents and arrival of goods provides Embassy time to get necessary approvals for the Nigerian Government and to begin customs processing. Also, send message to American Consulate providing shipping data, airway bill, and PPGBL number. In the case of ocean shipments, two originals of the carriers ocean bill of lading must arrive in the post 3 weeks before the vessel. Delay vessel booking to ensure this 3-week customs processing time to avoid demurrage charges pending customs clearance and member arrival. c. Member should arrive in country 1 week before the goods, as Foreign Ministry will not accept document until member is at post. Goods should not be shipped prior to member arriving in country and arrival message sent. Temporary storage of goods may be required to ensure member is in country and registered with the Nigerian Ministry of Foreign Affairs prior to shipment.
- d. Send documents via DHL or equivalent commercial air carrier service, not air mail. Address documents to American Consulate General, ATTN: GSO Shipping, Lagos, Nigeria.

## 3. CONSUMABLES

DOD and DOS For: Abuja and Lagos Nigeria. JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Addis Ababa, Ethiopia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

### a. ALCOHOLIC BEVERAGES

"Importation is PROHIBITED."

### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

An import permit is required and must be obtained in advance of the arrival of the pet in country. There is no age restriction and quarantine period is two to three weeks. Shot record must up to date.

### 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

#### a. HAND GUNS

"Importation is PROHIBITED."

#### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

#### c. TOY RELATED GUNS

"Importation is PROHIBITED."

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

### 8. PRIVATELY OWNED VEHICLES (POVs)

Recent policy on vehicle importation prohibits POVs over ten (10) years old. There is no color restriction and single member can ship one (1) vehicle and accompanied tour can ship two (2) duty free.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) POV shipments are duty-free and can only be booked to Lagos (ML1). Shipping documents must arrive at least 3 weeks before vessel arrives, as demurrage can run as high as several thousand of dollars per vehicle. Advance documents required are: Two original ocean bill of lading (OBL), certificate of ownership, value (cost & freight), engine and chassis number. Members must be in country before goods can be cleared. (2) POV shipments will be via surface and require copies of title or certificate of ownership, engine and chassis number, invoice of bill of sale or declaration of value in lieu of invoice or bill of sale to arrive at the Consulate 3 weeks prior to POV arrival in Lagos to allow for customs processing time at surface port.

#### b. MOTOR CYCLES/MOPEDS

Motorcycles/mopeds are considered POVs. They can be imported in personal property shipment duty-free.

#### c. GASOLINE/CATALYTIC CONVERTERS

Petrol is available

#### d. INSURANCE AND SAFETY REQUIREMENTS

Third Party insurance

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Nigeria should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Nigeria.

**13. OTHER**

DOS arranged shipments: ITGBL Local Agents. Country: Nigeria Post: Abuja Bureau: AF Local Agents: IAL NIGERIA LIMITED IAL PLACE 16, BURNA ROAD, APAPALAGOS, NIGERIA SEGUN LAWAL +2348033045220 olusegunlawal@ialnigeria.com LORIKU LOGISTICS AND PROCUREMENT LIMITED FORTUNE PLACE, SUIT 304, 2ND FLOOR NO. 8 NAIROBI STREET, OFF PARAKOU CRESCENT OFF AMINU KANO CRESCENT, WUSE 11, ABUJA PASCHAL RUF +2348034000069/+234-8033837712 Operations@lorikulogistics.com SIFAX SHIPPING COMPANY LIMITED SUITE 119, 1ST. FLOOR, LAGOS HOUSE RALPH SODEINDE STREET CENTRAL BUSINESS DISTRICT ABUJA JOSHUA AUTA +2348039187060/+234-8116111487 joshuaau@sifaxgroup.com AGS Plot 1254, Cadastral Zone B11, Kaura District Behind Game Village Residence Abuja-Nigeria Contact person: Patience Ati phone#: 09061192961 operationsabuja@agsmovers.com EAGLENET LOGISTICS SERVICES CALIN CONCEPT COMPLEX PLOT 1483 KM 27 UMAR MUSA YARADUA EXPRESSWAY AIRPORT ROAD, ABUJA VINCENT NWAUGHA +2348037860962 Operations@eaglenetnigeria.com

## General Instructions: NIUE (NU)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS. ANY ADDITIONAL SHIPMENTS TO OTHER THAN THE DIPLOMATIC ASSIGNMENT, SUCH AS NONTEMPORARY STORAGE AND/OR SHIPMENT TO A DESIGNATED LOCATION WILL BE PERFORMED UNDER THE DOD PERSONAL PROPERTY PROGRAM.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**



No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

No restrictions identified.

**13. OTHER**

No restrictions identified.

## General Instructions: NORFOLK ISLAND (NF)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: NORTHERN MARIANA ISLANDS (MP)

### 1. SHIPMENT INSTRUCTIONS

PICK UP OR DELIVERY If/When a pickup or delivery street address is not available (streets are rarely named), PPPOs and PPSOs must ensure the location of personal property to be picked up or delivered is adequately described using local landmarks (i.e.-red house behind supermarket in Tutuila Village, fourth green house on right side of gym in Matuu Village, etc.). Providing a P.O. Box is adequate to provide customer contact information, but IS NOT descriptive enough to effect a pickup or delivery of personal property.

#### a. WEIGHT RESTRICTIONS

Weight entitlements to the Northern Mariana Islands are the same as to Guam.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

No Restrictions Identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No Restrictions Identified.

### 3. CONSUMABLES

No Restrictions Identified.

#### a. ALCOHOLIC BEVERAGES

No Restrictions Identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No Restrictions Identified.

#### c. COSMETICS

No Restrictions Identified.

#### d. FOOD STUFFS AND MEATS

No Restrictions Identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No Restrictions Identified.

**4. ELECTRICAL EQUIPMENT**

No Restrictions Identified.

**a. HOME COMPUTERS**

No Restrictions Identified.

**b. TVs/VCRs**

No Restrictions Identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No Restrictions Identified.

**5. FURTNITURE, OVERSIZED**

No Restrictions Identified.

**6. PETS/QUARANTINE**

No Restrictions Identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No Restrictions Identified.

**a. HAND GUNS**

No Restrictions Identified.

**b. RIFLES/SHOT GUNS**

No Restrictions Identified.

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

There are no Custom Duties, taxes upon entry or permit required to ship a vehicle to the Northern Mariana Islands (Saipan, Tinian, Rota). There is however a \$45.00 POV registration fee. The following website provides custom vehicle import requirements for new and returning residence. <https://finance.gov.mp/cus-import-requirements.php>. Custom contact number for Northern Mariana Islands is 1-670-664-1610/1606. (CH 28 Apr 2022 - TCJ9-OH-PAC-MSO)

a. POVs (includes data on prohibited vehicles, colors, etc.)

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b. MOTOR CYCLES/MOPEDS

c. GASOLINE/CATALYTIC CONVERTERS

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d. INSURANCE AND SAFETY REQUIREMENTS

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## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No Restrictions Identified.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No Restrictions Identified.

## 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

a. CBS

No Restrictions Identified.

b. AMATEUR/HAM RADIOS

No Restrictions Identified.

c. MARS EQUIPMENT

No Restrictions Identified.

d. DISH ANTENNAS

No Restrictions Identified.

e. CORDLESS PHONES

No Restrictions Identified.



12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

No Restrictions Identified.

13. OTHER

No Restrictions Identified.

## General Instructions: NORWAY (NO)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: VIFC, 426 ABS Stavanger Norway) NO DPM CONTRACTa. All DoD Personal Property shipments to Norway except Oslo Embassy VIDK must be consigned to final destination city. Only consign to SIT Stavanger if Duty location is 426 ABS USAF or Joint Warfare Centre NATO. VIFC 426 ABS PPSO is responsible for all DOD shipments in, out of Norway. 426 ABS will customs clear all permanent duty DOD shipment into Norway with the Host Nation. Oslo Embassy shipments will be cleared by GSO office. Do not hold shipments in SIT at origin unless you have contacted 426 ABS PPSO, this creates a hardship for the service member. OTHER: HOUSEHOLD GOODS: HOUSEHOLD GOODS: For DOD moves this is an OTO area for all OCONUS shipments to Norway. CONUS to / from NORWAY is via rates. Ship all HHG via Code 4 in DPS. If Destination Zip is not listed in DPS, contact DPS SRC / TRANSCOM PP branch for amendment. (1) Housing: No Government quarters available. All members reside off-base. (2) Appliances/Furniture: Electric current is 220v. Government owned washers and dryers are available. Most Norwegian rental homes are equipped with washers/dryers, stoves, and refrigerators. Furniture support is limited to temporary basis pending receipt of household goods. Full JFTR is authorized for accompanied and unaccompanied tour (NOTE: See import restriction below). DOS arranged shipments: Contact (VIDK, DOS) Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Oslo Michael J. Durnan DurnanMJ@state.gov (47) 2130 8503 FSN Contact Information Ted William S. Salazar; Orjan T salazartw@state.gov; tverbakko@state.gov (47) 2130 8530; (47) 2130 851 Group Email: OsloShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

### c. HARD LIFT AREA

Vardo town is a Hard lift location. Do not consign to Stavanger City. Contact TRANSCOM Personal property branch for shipment booking instructions.

### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." For DOD moves this is an OTO area for all OCONUS shipments to Norway. CONUS to / from NORWAY is via rates. Ship all UB via Code 8 in DPS. If Destination zip is not listed in DPS, contact DPS SRC / TRANSCOM PP branch for amendment. DOS arranged shipments: For DoS / DOD Embassy moves contact your local PPPO / DOS shipping office.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Personnel assigned to Norway on active duty are authorized to import two shipments of HHG and one shipment of UB duty free. All property brought into the country must be cleared through Norwegian customs before delivery and is subject to Norwegian import regulations and duty. Customs clearance for authorized shipments is effected on local NATO Customs forms initiated by the destination PPSO. a. All DOD shipments 426 ABS USAF PPSO (VIFC) will complete customs clearance. b. For all DoS and DOD personnel assigned to Oslo Embassy (VIDK), GSO officer will complete customs clearance. c. RD, Relocation, Retirees, Separates will complete Norwegian customs directly with Host Nation via Destination agent. You are not entitled to Tax duty free customs clearance. Delivery of property outside the Stavanger area is very costly. Consign directly to members duty location / city. No long delivery capacity or DPM contractor available to deliver out of SIT facility Stavanger beyond Rogaland County.

## 3. CONSUMABLES

DOD arranged shipments: The JTR Appendix F1 identifies Bodo City as an entitlement location for Consumables shipment. A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

DOS arranged shipments: Contact DOS.

### a. ALCOHOLIC BEVERAGES

Importation of alcoholic beverages in either HHG or UB is prohibited.

### b. CIGARETTES/TOBACCO PRODUCTS

Importation of cigarettes/tobacco products in either HHG or UB shipment is prohibited. Items are considered restricted and must be hand carried. Traveler over the age of 18 can import 200 cigarettes or 250 grams of tobacco products.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

Shipment and importation of dried foods is allowed into Norway; however, shipment/importation of agricultural products in either HHGs or UB shipment is prohibited.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Importation of narcotics and pharmaceutical products in either HHGs or UB shipments is prohibited. Prescription medication must be hand carried.

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

American televisions are usually not compatible with Norwegian (PAL) transmission system.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

Electric current is 220 volts.

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

Please review all host nation pet import requirements and forms at:[http://www.mattilsynet.no/language/english/animals/travelling\\_with\\_pets/](http://www.mattilsynet.no/language/english/animals/travelling_with_pets/) All forms, import information and animal health requirements are explained. Rules for importation have recently been relaxed for certain countries of departure. If Norwegian import regulations are followed and your location qualifies, there are no requirements for quarantine. If your pet is not in compliance with host nation importation requirements upon arrival, the animal will be quarantined for up to six (6) months or refused entry into Norway at a significant cost to the member. NB: At the above link is the contact info for the district vet. You must call 7 days ahead of your arrival at the first point of entry into Norway to arrange for a district vet to meet you at the arrival customs point. If you need any more information please contact the district vets office listed on the website. Drop in address: Kyrkjevegen 332, Sandnes Tel : 011 47 22 40 00 00 Faks: 011 47 51 68 43 01

## 7. PRIVATELY OWNED FIREARMS (POF)

Norwegian weapons law requires authorization must be obtained from the Host nation police force in order to import weapons into Norway. If the necessary import permission is not obtained before HHG/UB shipment is consigned, the weapons will be confiscated on entry into Norway. HHG will then be subject to delivery delays. Sporting guns are allowed, but the importation of all Martial Arts weapons is forbidden, as is the importation of some shotguns. New weapon storage regulations in force. All weapons must be stored in an approved Norwegian certified cabinet. This must be fitted / secured as per the Norwegian regulation at residence. NO storage facilities on base. Contact destination TMO to obtain weapons pre-clearance forms.

### a. HAND GUNS

Hand guns cannot be imported on a personal protection basis. Weapon must be stored at residence in an approved Norwegian locker.

### b. RIFLES/SHOT GUNS

Some shotguns are forbidden. Weapons must be modified to fire steel or tungsten rounds. Lead shot is prohibited in Norway. Weapon must be stored at residence in an approved Norwegian locker.

### c. TOY RELATED GUNS

“No restrictions identified.”

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Importation of ammunition and explosives in either HHG or UB shipments is prohibited. Ammunition is purchased off base and is expensive. Lead shot cannot be purchased in Norway, steel or tungsten only. No storage facilities on base. If you wish to use your weapon, you must hold a Norwegian license. (Test and study guide only available in Norwegian).

## 8. PRIVATELY OWNED VEHICLES (POVs)

DoS and DOD personnel assigned the Oslo Embassy: before shipping a POV, please contact the following personnel for Norwegian POV requirements. Salazar, Ted William S (salazartw@state.gov) or Tverbakk, Orjan (tverbakko@state.gov) DoD POV shipments for Norway please contact: 426abs.paxproperty@us.af.mil Stavanger VPC code: JA5. Oslo Embassy GSO office will customs clear only Embassy DoS / DOD personnel POV shipments. 426 ABS PPSO will customs clear all DOD POV shipments into Norway. Email copies of current title and registration to 426abs.paxproperty@us.af.mil or in process with documents in hand. Do not shipment vehicle documents in POV. They are required to release the vehicle from bonded port area. Shipment of one POV is at Government expense under JTR; shipping costs of any other POV is at the member's expense. Current POV registration must be valid upon arrival in country to enable you to drive while waiting for local DMV inspection, subject to additional third party liability insurance. Please contact your destination shipping office before shipping any vehicle that has been altered in any way. I.e. lift lowering kits. You might experience some difficulty getting altered POVs registered on arrival. ERD, Relocation, Retirees, Separates will complete Norwegian customs directly with Host Nation via POV carrier. You are not entitled to POV Tax, duty free customs clearance. For non-entitled personal import, import tax can be as high as 140% of the vehicles value.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

BEFORE SHIPPING A POV, PLEASE CONTACT THE FOLLOWING PERSONNEL FOR NORWEGIAN POV REQUIREMENTS. Salazar, Ted William S (salazartw@state.gov) or Tverbakk, Orjan(tverbakko@state.gov) .One POV for unaccompanied military/DOD civilian and a second POV for dependents of accompanied military/DOD civilians may be imported duty free. Shipment of one POV is at Government expense under JFTR; shipping cost of a second POV is at the members expense.(1) Vehicle stateside registration does not have to be valid upon arrival in country for personnel assigned to Norway for more than 1 year. Current state registration can expire while POV is in transit. POVs cannot be driven from port with American license plates. Temporary Norwegian plates should be obtained by the member. Personnel assigned to Norway for 1 year or less may drive with American license plates in a tourist status. Current stateside registration must be valid upon arrival in country in this case. (2) Personnel who have pickup trucks designed for carrying passengers in the bed area should contact destination TMO prior to shipment. Norwegian safety laws prohibit passenger seats in the bed area of certain pickup trucks based on the vehicle configuration. (3) Drivers License: US personnel assigned to units in support of NATO in Norway and their dependents 18 years of age and older are authorized to operate a POV with a valid operators license issued by any US State, a valid Norwegian operator's license or a valid international drivers license. (4) Please contact destination TMO before shipping any vehicle that has been altered in any way. I.e. lift/lowering kits. You might experience some difficulty getting altered POVs registered on arrival.

#### b. MOTOR CYCLES/MOPEDS

(1) In addition to the POV entitlement a military/DOD civilian may import one moped or motorcycle duty-free provided it is shipped as household goods and in a separate crate upon arrival into Norway for custom purposes. All personnel who wish to ride a motorcycle while stationed in Stavanger must comply with all state laws for receiving and maintaining their motorcycle license and endorsement(s), Air Force and service specific Instructions and local host nation traffic and safety laws. (2) There are no Motorcycle Safety Foundation (MSF) courses available in this location. If you wish to ride your motorcycle, you first must obtain all training requirements prior to arrival in Stavanger (MSF Basic Riders Course and 3-year refresher). For more detailed information, ask your sponsor to contact the Unit Motorcycle Safety Representative.

#### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

#### d. INSURANCE AND SAFETY REQUIREMENTS

Norwegian Third Party Liability Insurance is a requirement in addition to your insurance upon registration of your POV/Motorcycle. Contact 426 ABS TMO for more information. A safety inspection is part of the initial vehicle registration process in Norway. The following requirements for POV registration are: (CH) (1) Fitted vehicle lights must be in accordance with manufacturers specifications (2) Interior rear view mirror and outside mirrors on each side. (3) Emergency flasher lights. (4) Front Seat Belts three point. (5) Dual breaking system. (6) Laminated windshield. (7) Two speed windshield wipers. (8) Windshield washers. (9) Emergency warning triangle, High Visibility vest with manufacturers code CE EN 47 or EN 1150 (10) Tires: Tread depth on summer tires must be at least 1.6mm and 3mm on winter tires. Winter tires are optional but recommended and all weather tires (M+S) may be used

unless driving conditions require winter tires. NOTE: It is against the law to drive a vehicle with a wheel and tire combination that protrudes outside the vehicle body. (11) Vehicle identification number (VIN): The VIN must be permanently marked/engraved on the frame of the vehicle in the engine compartment. (CH) (12) Tinted Windows: factory spec glass only authorized tinting. Tinted film products of any kind are prohibited.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Importation of child pornography is prohibited.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Importation of plants animals and stuff wild life in either HHGs and UB shipment is prohibited.

## 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

### a. CBS

Importation or utilization of CB radios is prohibited.

### b. AMATEUR/HAM RADIOS

Importation of Amateur/Ham radios is prohibited.

### c. MARS EQUIPMENT

If military duties require the use of MARS equipment, approval must be obtained by the customs authorities for importation into Norway.

### d. DISH ANTENNAS

“No restrictions identified.”

### e. CORDLESS PHONES

“No restrictions identified.”

## 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Norway should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Norway. Individuals not assigned to duty in Norway must clear customs directly with the local customs office prior to arranging delivery of property.

## 13. OTHER

DOS Arranged ITBL Local Agents:Country: NorwayPost: Oslo Bureau: EURLocal Agents:2.)

Adams Express ASPOC: Hege StrandTel: (47) 23 01 14 50Cell: (47) 915 55 010Email:

hs@adamsexpress.no1.) Sirva ASPOC: Kai Roger FinnseterTel: (47) 67 16 16 43Cell: (47)

928 43 043Email: Kai-Roger.Finnseter@sirva.comTuesday,DOD Arranged

Moves:a. BOATS: US service members may import one boat free of customs and duties

provided the service member has owned and used the boat outside of Norway for a minimum of 6

months prior to taking up duties in Norway.b. STORAGE:(1) For Oslo: Personal property

must not be stored at origin. This creates a hardship for members who establish quarters--having to

wait the duration of the transit personal property will be shipped directly to Oslo and stored in the

local area.(2) For Stavanger City: Personal property must not be stored at origin. This creates a

hardship for members who establish quarters having to wait the duration of transit time before they

can occupy quarters. Personal Property will be shipped directly to Stavanger and stored in the local

area.



## General Instructions: OMAN (OM)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)HOUSEHOLD GOODS: This is an OTO area. Ship HHG via Code 4.(1) Housing: No Government quarters available. All members reside off-base.(2) Appliances/Furniture: Electric current is 220v. Government owned washers and dryers are available. Most rental homes in Oman are equipped with washers/dryers, stoves, and refrigerators. Furniture support is limited to temporary basis pending receipt of household goods.DOS arranged shipments: (GBLOC: SXDX, DOS Oman)Department of State Consignment"Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:MuscatFranchesca Minikon-Reece;Nat minikon-reecefm@state.gov;maiersonnp@state.govTel:+96824643689FSN Contact Information:Balushi, Wajid ; Shajanah, Hazi BalushiWM@state.gov ;ShajanahHA@state.govTel:(968) 2464- 3549Group email:MuscatShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments:"In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." This is an OTO area. Ship via Code 8. DOS arranged shipments: Contact DOS.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

DOD / DOS arranged shipments: a. All incoming HHG may be inspected by customs officials. Boxes identified on the inventory as containing records, CDs, audio and video cassettes, magazines and books may be subject to inspection, seizure and censor. Boxes marked miscellaneous items or a similar phrase are not typically searched. b. HHG and POVs shipped from the US usually take about 45 days to arrive in Muscat. Air freight usually arrives in 2 to 3 weeks. Shipments should be scheduled to arrive at post about the same time as the employee in order to minimize demurrage and storage charges.

## 3. CONSUMABLES

DOD arranged shipments The JTR identifies Muscat, Oman as having a consumable goods allowance authorized. Validate consumables allowance authorization within the JTR. DOS arranged shipments: Contact DOS

### a. ALCOHOLIC BEVERAGES

"Importation is PROHIBITED."

### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

### c. COSMETICS

"No restrictions identified."

### d. FOOD STUFFS AND MEATS

"No restrictions identified."

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

## 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

### a. HOME COMPUTERS

"No restrictions identified."

### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

If the employee wishes to bring a pet to the post, please contact GSO/Shipping as soon as possible for specific instructions at Comm Fax 011-968-699-778.

### 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

#### a. HAND GUNS

"Importation is PROHIBITED."

#### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

#### c. TOY RELATED GUNS

"Importation is PROHIBITED." Toy pistols, swords and Halloween masks are prohibited items.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

### 8. PRIVATELY OWNED VEHICLES (POVs)

In accordance with local traffic legislation automobiles with right steering wheel are prohibited for import. POV should not be more than 7 years old (Manufacture Date) INCOMING POV'S MUST HAVE 0% TINT FOR ALL VEHICLE GLASS

#### a. POV's (includes data on prohibited vehicles, colors, etc.)

(includes information on prohibited vehicles, colors, etc.) Consign to American Embassy, Muscat, Oman. Port of destination (POD) is Port Qaboos PJ1. The original ocean bill of lading for POV's sea shipments and the airway bill and inventory for air shipments, should be promptly forwarded to post. Copies of these documents can be faxed to post, so post can initiate the customs clearance procedures, but the originals are needed to complete the clearance process when the shipments arrive. Post also needs a no objection certificate (NOC) in order to clear shipments. The employee should bring extra copies of all inventories (packing list) with them to post.

#### b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

#### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

#### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is PROHIBITED."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

#### a. CBS

"No restrictions identified."

#### b. AMATEUR/HAM RADIOS

"No restrictions identified."

#### c. MARS EQUIPMENT

"No restrictions identified."

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Oman should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Oman.

### 13. OTHER

DOS arranged shipments: ITGBL Local Agents. Country: Oman Post: Muscat Bureau:  
NEA Local Agents: 2) The Movers MANOJ SHARMA Business Unit Head GSM + 968  
98548563 / 96287961 Office Tel: +968 2421-8353 manoj@themoveroman.com 1)  
International Moving Gulf Agency Company (Oman) Maria Chona Kabling - Manager 24477857  
| Fax: +968 24477891 | Mobile: +968 91743615 maria.kabling@gac.com 5) One Worldwide  
Assets L.L.C. CR: 1279600 Plot 131C, Rusayl Industrial City, Road 4:D, PO Box: 1568, PC: 130,  
Muscat, Sultanate of Oman. www.owg.om | www.gglglobal.com | Bayan Code: C00003126 |  
VATIN: OM1100023801 Mr. Rohit George Designation : CEO Email ID:  
Rohit@OWG.om Mobile : + 968 94003928 Rahul Shah Designation : Manager HHG &  
Freight. Email ID : rahul.shah@owg.om Mobile: +968 94900039 PO Box 1038, PC 112,  
Ruwi, Sultanate of Oman 3) Allied Logistics Mr. Satish Nelson Sales Manager PO Box  
71 Postal Code 100 Muscat, Sultanate of Oman. GSM + 968 978 76859 Tel: + 220  
71177 Fax: 968 22071177 satish@alliedlogistics.co.om www.alliedlogistics.co.om 4) CITY  
SHIPPING & SERVICES Manoj kumar Manager-Intl Moving Div GSM: +968-91989670 TEL  
:+968-24810820 P.O BOX :4009, PC:112 Ruwi, Sultanate Of Oman email -  
manoj.kumar@cityshippingoman.com Web -http://cityshippingoman.com/

## General Instructions: PAKISTAN (PK)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: SEDK, DOS Pakistan.Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.Refer to 2024 Service Recognition Package for Special Incentive Posts.GSO Contact Information:IslamabadPeter C. Tierney tierneypc1@state.govTel:+92(0)51-201-5746FSN Contact Information:Syed Naqvi naqvisa@state.govTel: +92-51-208-2209 | Cell: +Group email:Islamabad\_GSO\_shipping@state.govKarachiGSO Contact Information:Sandra A Castillo CastilloSA2@state.govTel: 92-213-527-5296FSN Contact Information:Haider Iftikhar IftikharH@state.govTel: 92-213-527-5421Group email:KarachiGSOShipping@state.govLahoreTBA92-42-3603-4167FSN Contact Information:Fakhar A. Khan KhanFA2@state.gov92-42-3603-4048Lahore-

CustomsandShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments:"In accordance with the Joint Travel Regulations." Army personnel MAAG:(1) Accompanied tour: 25 percent of full JFTR weight allowance or 2,000 pounds, whichever is greater.(2) Unaccompanied tour: Weight allowances for single/unaccompanied personnel are in accordance with weights listed in Appendix V.DOS arranged shipments: Contact DOS.Islamabad: HHE consisting of 750 pounds net weight by air, HHE consisting of 2000 pounds net weight by surface.Those extending for a second year in Islamabad and Karachi may be authorized an additional 4,450 pounds of HHE by surface. UAB is authorized to be shipped from the PCS Post to the SIP Post. At the end ofthe tour, UAB is authorized to be shipped back to PCS Post or traveler may cost-construct to an alternate location.Karachi: HHE consisting of 750 pounds net weight by air, HHE consisting of 2000 pounds net weight by surface.Those extending for a second year in Islamabad and Karachi may be authorized an additional 4,450 pounds of HHE by surface. UAB is authorized to be shipped from the PCS Post to the SIP Post. At the end ofthe tour, UAB is authorized to be shipped back to PCS Post

or traveler may cost-construct to an alternate location. Lahore: HHE consisting of 750 pounds net weight by air, HHE consisting of 2000 pounds net weight by surface. Those extending for a second year in Islamabad and Karachi may be authorized an additional 4,450 pounds of HHE by surface. UAB is authorized to be shipped from the PCS Post to the SIP Post. At the end of the tour, UAB is authorized to be shipped back to PCS Post or traveler may cost-construct to an alternate location. Peshawar: Outbound HHE remains at 2750 pounds net weight and UAB 250 pounds gross weight. UAB is authorized to be shipped from the PCS Post to the SIP Post. At the end of the tour, UAB is authorized to be shipped back to PCS Post or traveler may cost-construct to an alternate location.

#### b. CONTAINER/CRATING REQUIREMENTS

(1) Acceptable container dimension should be obtained from the airline prior to pickup of property. (2) Due to possibility of HHG being stored in Pakistan in open storage areas for extended periods, recommend all HHG shipping containers be waterproof, to include caulking and the container interior (top, ends, sides) with the exception of the floor, lined with either a waterproof barrier paper or a lightweight plastic or polyethylene material.

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS. Islamabad-UAB consisting of 250 pounds gross weight. Karachi-UAB consisting of 250 pounds gross weight. Lahore-UAB consisting of 250 pounds gross weight for inbound travel. Peshawar-UAB consisting of 250 pounds gross weight for inbound travel.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Customs clearance is handled by Embassy GSO upon arrival of property in country. Embassy cannot release the shipment from Customs unless the member has arrived at post. A copy of the commercial bill of lading and/or PPGBL is required prior to receipt of shipment in order to initiate customs clearance. If appliances are shipped, member must have purchase documents available. For duty free entry, property must arrive within 6 months of member's arrival. Personal electronic equipment, such as TVs, stereos, and home computers, must be itemized on inventory.

### 3. CONSUMABLES

DOD arranged shipments The JTR identifies Islamabad and Quetta, Pakistan as having a consumable goods allowance authorized. Validate consumables allowance authorization within the JTR. DOS arranged shipments: Contact DOS.

#### a. ALCOHOLIC BEVERAGES

Importation is prohibited.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

Must have valid health certificate attached to cage and/or original airway bill. Owner must advise gaining post as far in advance as possible the airway bill number, description of pet, ETA, flight number, and date in order for clearance at airport of entry.

### 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

#### a. HAND GUNS

"Importation is PROHIBITED."

#### b. RIFLES/SHOT GUNS



"Importation is PROHIBITED."

### c. TOY RELATED GUNS

"Importation is PROHIBITED."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

DOS: Islamabad: Option for POV shipment or emergency storage. Karachi: Emergency storage of POV is authorized. Lahore: Emergency storage of POV is authorized. Peshawar: Emergency storage of POV is authorized.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) The reciprocity issue with the Government of Pakistan has been cleared and the restriction on shipping vehicles to Pakistan has been lifted. However, prior to shipping any vehicles, make note that tinted windows in vehicles are illegal in Pakistan. If your vehicle currently has tinted windows and you plan to ship it; you must -- repeat must -- have the tinted windows replaced prior to shipment -- repeat -- prior to shipment. Due to the threat of terrorism and the use of vehicles with tinted windows in terrorist attacks, this issue is not negotiable with the Government of Pakistan. We also recommend that you ship a supply of spare parts that will require replacement due to normal wear and tear. POVs can be purchased locally but at very high prices. (2) Shipping/Transportation Costs: The U.S. Government will pay the shipping costs for your vehicle from the port of Karachi to Islamabad.

### b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

### c. GASOLINE/CATALYTIC CONVERTERS

Cost of conversion. Unleaded gasoline is not available -- repeat not available -- in Pakistan so the Catalytic converter and oxygen sensor must be removed prior to shipment. The cost will vary depending on where the work is performed. You should obtain required paperwork from the local TMO and have the converter removed prior to shipping. (FYI: Midas charges approximately 125 USD for removal of these parts and will re-install it on your vehicle when you return as long as you have your receipt.)

### d. INSURANCE AND SAFETY REQUIREMENTS

Insurance cost: Pakistan law requires liability coverage as a minimum. Cost of liability is based upon the number of cc's of the vehicle's engine. Full coverage is available and is based on the vehicle's declared value.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is PROHIBITED."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

“No restrictions identified.”

**11. TRANSMITTING EQUIPMENT**

“Importation is PROHIBITED.”

**a. CBS**

“Importation is PROHIBITED.”

**b. AMATEUR/HAM RADIOS**

“Importation is PROHIBITED.”

**c. MARS EQUIPMENT**

“Importation is PROHIBITED.”

**d. DISH ANTENNAS**

“Importation is PROHIBITED.”

**e. CORDLESS PHONES**

“No restrictions identified.”

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Pakistan should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Pakistan. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

**13. OTHER**

DOS arranged shipments: ITGBL Local Agents:Country: PakistanPost: Islamabad Bureau: SCALocal Agents:M/S Freeline Movers3rd floor, Yasin Plaza, 74-West Blue AreaIslamabad, PakistanPOC: Alamgir Shah or M. BeatyTel: 00-92-51-2344012 - 2344031- 2344150 - 2344179 - 2344032Fax: 00-92-51- 2344030 - 2344151Cell: 92 300 8500379 ( Shah)Cell: 92 302 8556906 ( Beaty)Freeline Movers Head office general emailmoving@freelinemovers.com ( to be cc'd in allcorrespondence)Freeline Movers MD's email:arif@freelinemovers.com (Alamgir Shah) (ITGBLrequests to be sent to)Freeline Movers ITGBL Handler email:hammad.shah@freelinemovers.com ( ITGBLrequests to be sent to)Freeline Movers city emailskarachi@freelinemovers.colahore@freelinemovers.compeshawar@freelinemovers.comKabul@freelinemovers.comquetta@freelinemovers.com ( For shipments tothe concerned cities)Website: www.flm.com.pkOcean AirIndustrial Area, Sector 1-10/3, Street 6, Plot 76Islamabad, PakistanPOC: Khushi Mohammad Raza, Asif Raza, KashifRazaTel: 92-51-444-

7551Fax: 92-51-444-3771 itgbl@oceanairplus.comEmail: oceanair@cyber.net.pkViking Shipping ServicesPOC: Mr. Qamar Rashid, Chief ExecutiveAddress: 17, First Floor Muhammadi Plaza, BlueArea, Jinnah Avenue, Islamabad – Pakistan.Tel. No. 92-51-2810026-27, 2875807-08, Fax:2875809Email: Viking@isb.comsats.net.pkWebsite: www.viking.pk.comPost: Karachi Bureau: SCALocal Agents:2) FREELINE MOVERSNo. 14&15, 3rd Floor, Kahkashan Mall,Main Tariq Road 172-1, Block -2, P.E.C.H.S.KarachiPOC: Anwar Fateh/ Amir ShahzadTel: (92-21) 34530626 - 34310478Fax: (92-21) 34531747Email: karachi@freeline.com.pk /movers@freeline.com.pkWebsite: www.freelinemovers.com1) OCEAN AIR INTERNATIONALOffice # 804, 8th Floor, Business Plaza, MumtazHassan RoadOFF: I.I. Chundrigar Road, KarachiPOC: Mr. Kashif Raza, Chief CoordinatorPOC:Javaid I. KanwarTel: (92-21) 32460491-92 (Karachi Office)Fax: (92-21) 32460493Email: everywhere@cyber.net.pkLahore Bureau: SCALocal Agents:2) Ocean AirHouse No 40 B Jail RoadLahore 54600, PakistanPOC: Rizwan Alam Khan, ManagerTel: 92-42-7523870Fax: 92-42-7523871Email: oceanair@cyber.net.pk1) M/S Freeline Movers3rd floor, Yasin Plaza, 74-West Blue AreaIslamabad, PakistanPOC: Alamgir Shah or M. BeatyTel: 00-92-51-2878029 - 2822471Fax: 00-92-51- 2274227 - 2825132Cell: 92 300 8500379 ( Shah)Cell: 92 302 8556906 ( Beaty)Email: ashah@freeline.com.pkEmail: flm@apollo.net.pk or movers@freeline.com.pkWebsite: www.flm.com.pk3) ) M/S. Express MoversPackers and Freight Forwarders,Plot no. 66-67, Khayaban-e-JoharI-10/3, Islamabad, PakistanTel: +92-51-4100988, 4100989, 4100990Fax: +92-51-4100987Email: expressmovers@nayatel.pk,Web site: www.expressmovers.com.pkPOC: Mr. Ehsan Malik, CEO or Mahtab KhanPost: Peshawar Bureau: SCALocal Agents:3) M/S Express MoversPlot # 66-67, Khayaban-e-Johar1-10/3, Islamabad, Pakistan.POC: Ehsan MalikTel No: 051-4100988-90Fax No: 051-4100987Email: expressmovers@nayatel.pk2) M/S Freeline Movers3rd floor, Yasin Plaza, 74-WestBlue Area, Islamabad, PakistanPOC: Alamgir ShahTel: 00-92-51-2822471/ 2274221Fax: 00-92-51-2825132 / 2274227Email: flm@apollo.net.pk or movers@freeline.com.pkWebsite: www.flm.com.pk1) Ocean AirNo 76, Street 6, I -10/3Industrial Area, IslamabadPakistan.POC is Asif Raza,Email: asif@oceanairpls.comGen Office Email:Oceanair@cyber.net.pkTel: +92-51-444 7551 - 4Fax: +92-51-444 3771 & 444 5700

## General Instructions: PALAU (PW)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

#### b. CONTAINER/CRATING REQUIREMENTS

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: PALMYRA ATOLL (XL)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES



No restrictions identified.

#### **b. CIGARETTES/TOBACCO PRODUCTS**

No restrictions identified.

#### **c. COSMETICS**

No restrictions identified.

#### **d. FOOD STUFFS AND MEATS**

No restrictions identified.

#### **e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

### **4. ELECTRICAL EQUIPMENT**

No restrictions identified.

#### **a. HOME COMPUTERS**

No restrictions identified.

#### **b. TVs/VCRs**

No restrictions identified.

#### **c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

### **5. FURTNITURE, OVERSIZED**

No restrictions identified.

### **6. PETS/QUARANTINE**

No restrictions identified.

### **7. PRIVATELY OWNED FIREARMS (POF)**

No restrictions identified.

#### **a. HAND GUNS**

No restrictions identified.

#### **b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: PANAMA (PA)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

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- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

- a. Shipments of UAB, HHE, and POV: Employee must be accredited at foreign ministry after arrival at post in order to proceed with exoneration of shipments.
- b. GOP grants duty free import permit (imports only) after original documentation of shipments arrive at post. However, advance copies of the shipping documentation will allow post to complete preliminary paperwork.
- c. Employee's agency may face significant storage fees if UAB, HHE or POV shipments arrive in Panama before the employee. Post does not have facilities to provide long term storage for incoming

employees who will have long delays before arriving at post. Please note it can take up to 15 days for the HHE, POV and UAB to clear customs after employee arrives at post.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

Import restrictions exist on non preserved foods of vegetable and animal origin.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

## 6. PETS/QUARANTINE

a. Employees should insure that pets do not arrive at post before they arrive. The following documents are required by the Government of Panama for the importation of pets. A health certificate (valid for 10 days from date of issuance), a rabies vaccination certificate, a stamped certification from a Panamanian Embassy/Consulate, and a copy of your travel orders. These documents must be attached to the outside of the animal's cage. b. Pets should be sent to the following address: (your name) c/o American Embassy Panama City, Republic of Panama Telephone: 507-207-7000, EXT 7497/7360 c. Animals will be given a new rabies shot upon arrival (\$4.00) at the quarantine area in Tocumen International Airport if the vaccination is not due. d. Animals may remain in the Panamanian National Quarantine Facility for 24 hours until its documents have been examined by GOP authorities. Thereafter, an additional forty days of "Home Quarantine" are required. e. Fees are: (approximate costs) \$ 10.00 Complete examination for cat or dog \$ 5.00 Importation permit \$130.00 Cost for free home quarantine The fees are payable at the Banco Nacional De Panama Branch Office at Tocumen International Airport. f. Shipping Birds, wild animals or other exotic pets is more complicated. Please contact the Embassy shipping department before making plans to ship these animals to post. g. Please advise GSO via FAX (507) 227-2128, or e-mail of the flight number and date, name, age, breed, color and place of departure of your pet. h. Please remember that all pet expenses are at your personal expense. The post cannot advance money for pet fees. If your pet will arrive before you, send us a check, made out to the American Embassy, to cover the expenses. Please, If you have more questions or concerns, FAX us at 507-227-2128 or 507-225-2720.

## 7. PRIVATELY OWNED FIREARMS (POF)

Written permission must be obtained from the Chief of Mission to Import, possess or carry official or personal firearms. All weapons must be registered with the GOP. The GOP will issue a license to carry a handgun after several requirements have been met. Automatic rifles, submachine guns or other "weapons of war" may not be imported. To obtain com permission, send a telegram to the attention of RSO, Listing: make, model, caliber, serial number and intended uses of each weapon, along with a statement indicating that you are completely familiar with the safe handling and use of the firearm. Once permission is granted, firearms should be shipped (unloaded) in HHE.

a. HAND GUNS

b. RIFLES/SHOT GUNS

c. TOY RELATED GUNS

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

## 8. PRIVATELY OWNED VEHICLES (POVs)

RETIREEES/PERSONS NOT ASSIGNED TO EMBASSY: Embassy Panama will only handle shipments for personnel assigned to the Embassy. Retirees shipment for a POV must be consigned to a moving company. A contact telephone number and address must be provided at the time POV is turned in. There are two moving companies located in Panama with hardlift experience. Shipment should be consigned as: Moving Company C/O Employee Name TEL. NO. Panama, Rep. Of Panama (1) The two moving companies in Panama which have experience hardlift shipments are: Kora Transportation (Government contractor) Warehouse 6, Curundu Tel No. (507) 232-6639/6715 Fax No. (507) 232-6943 E-mail: kora@pty.com POC: Mrs. Delcia Belgrave - Int'l Traffic Dept. And Balboa International, S.A. Milla 8, Via Transistmica Tel No. (507) 231-7136/7244 FAX No. (507) 231-7385 E-mail: bisamov2@sinfo.net POC: Mr. George O'Masta - General Manager (2) It is extremely important that employee be in country prior to arrival of POV. Also extremely important that moving company receives complete address and telephone of owner, so that contact can be made as soon as shipment arrives to avoid demurrage charges. (3) Moving company will need a passport, retiree carnet, identification, and emissions test of vehicle. Moving company will process a special permit from customs to deliver the car to avoid demurrage charges. Afterwards, a customs liquidation is prepared which will take approximately one month to complete. (4) Government contract moving company will unstuff POV using service members orders, but retiree/dependent or anyone not assigned to Embassy must clear customs and pay import taxes.

(5) If employee is not in Panama at the time POV arrives, no documentation can be processed and expensive demurrage costs will be incurred. (6) For additional details, contact the above moving companies.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) No limitation on type of POV. The Government of Panama requires a safety inspection of all vehicles at time of registration and annually thereafter. Post will provide a list of authorized inspection facilities upon arrival. Cost of this inspection is generally \$10. (2) If possible, vehicles should have license plates. Employees can sell or replace vehicles duty free 24 months after vehicle registration date in Panama or at the end of tour, whichever is first. (3) Original Certificate of Title and a commercial invoice showing the current value (if available) will be required to exonerate and register a car in Panama. If the car is new, the original Bill of Sale will be required.

Also, if the employee has a Certificate of Emissions Inspection, that should be brought as well to cover the possibility that, at some future time, the Government of Panama will not accept the Embassy certificate that all US cars shipped will have catalytic converters. This would prevent having to do the inspection here after arrival. (4) Bill of Lading (B/L) mark and consign to:

United States Ambassador United States Embassy - Panama (Name of Employee) Notify:  
Shipping and Customs Office Telephone (507) 207-7000 (5) Original B/L should show name of the owner, make of the vehicle, model, year, color, and VIN number or engine number. (6) Post recommends that employees bring vehicles that will stay in good mechanical condition for the duration of their tours. Car repairs can be expensive and replacement parts for US made vehicles are not always available.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

(1) An emissions inspection certification is required to inspect vehicles in Panama. At present the Government of Panama has accepted the assurance of the Embassy that cars shipped from the United States will have a catalytic converter and is not requiring this certification. Catalytic converter should not be removed from vehicles. Should an emissions inspection certification be required, it can be obtained in Panama. Current cost is \$15.00 for gasoline engines and \$20.00 for diesel engines. (2) Both Unleaded and leaded gasoline are readily available in Panama. Post has an agreement for the purchased of duty-free gas coupons with Shell and Delta Gas of Panama. Check with the Administrative Section after arrival about the coupon program.

**d. INSURANCE AND SAFETY REQUIREMENTS**

Post requires all personnel to have adequate insurance coverage for their POV. Insurance must be with a company licensed to underwrite insurance in Panama. Not all US insurance companies will underwrite in Panama. Arriving personnel will be advised of required coverage upon arrival at post.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.



**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Panama should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Panama.

**13. OTHER**

No restrictions identified.

## General Instructions: PAPUA NEW GUINEA (PG)

### 1. SHIPMENT INSTRUCTIONS

DEPARTMENT OF STATE (DOS) ARRANGED MOVES" EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DOS TRANSPORTATION SERVICES IAW (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. DOD AND USCG PPPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. CUSTOMERS ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE CUSTOMER'S ORDERS VIA FAX/EMAIL TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.(CH Below Info 11-Jul-2019 TCJ4-HB RB) - Post requires all Bills of Lading for HHG (including consolidated shipments) to be under "Express Release" or "Surrendered." for all surface shipments.- Post requires all necessary shipping documents to be received a week or two in advance of the ETA of the shipment at the final destination port. Documents required are BOL, AWB, Inventory or Packing List, Commercial Invoice (if available, but not necessarily required for personal effects shipments), and a copy of the customer's passport bio page. - The Papua New Guinea Ministry of Foreign Affairs requires customers MUST be at Post prior to the arrival of their personal effects. When shipping, ensure shipments arrive on the day of or after the customer's arrival date. - Final Sea Port of Discharge is Motukea Port, Port Moresby and Airport is Jackson's International Airport, Port Moresby, Papua new Guinea. - If customer ships a motorcycle, the motorcycle MUST be indicated on the Bill of Lading.(CH 13-Jan-2021 TCJ9-OH-Pac RB))

#### a. WEIGHT RESTRICTIONS

No Restrictions Identified.

#### b. CONTAINER/CRATING REQUIREMENTS

(CH Entire Paragraph 11-Jul-2019 TCJ4-HB RB)Both 20- and 40-foot containers are accepted, including LCL, without restrictions. There are no limitations on size or weights of shipping lift vans and crates as long as total shipment weight is within the maximum allowable amount for which the customer is eligible. - Consolidated shipments are accepted. - Household Effects can be received by air depending on the packing requirements and weight allowances of the airline carrier.

CONSIGNMENT DETAILS (OCEAN /SURFACE SHIPMENTS) 1. Consignee: AMERICAN EMBASSY

Douglas Street, Port Moresby Papua New Guinea South Pacific For: (Customer Name) Tel: +675 308 2100 "Diplomatic Shipment" 2. Notify Party: AMERICAN EMBASSY Douglas Street P O Box 1492, Port Moresby, Papua New Guinea, South Pacific Telephone: +675 308 2100 E-mail: PortMoresbyShipping@state.gov or PROCESS-GSO\_Port\_moresby@state.gov POC: Keith Knaru 3. Markings on Crates and Liftvans: AMERICAN EMBASSY Douglas Street, Port Moresby Papua New Guinea South Pacific For: (Customer Name) "Diplomatic Shipment" CONSIGNMENT DETAILS (AIR SHIPMENTS) 1. Consignee: AMERICAN EMBASSY

Douglas Street, Port Moresby Papua New Guinea South Pacific For: (Customer Name) Tel: +675 308 2100 "Diplomatic Shipment" 2. Notify Party: AMERICAN EMBASSY Douglas Street, Port Moresby Papua New Guinea South Pacific POC: Keith Knaru Tel: +675 308 2100 Email: PortMoresbyShipping@state.gov or PROCESS-GSO\_Port\_moresby@state.gov 3. Markings on Triwalls: AMERICAN EMBASSY Port Moresby, Papua New Guinea South Pacific

For: (Customer Name) "Diplomatic Shipment"

### c. HARD LIFT AREA

No Restrictions Identified.

### d. UNACCOMPANIED BAGGAGE

(CH Below Info 11-Jul-2019 TCJ4-HB RB)- Post accepts all standard tri-walls of 5, 10, and 15 cubic feet with a maximum weight of 150 pounds per tri-wall. - Post requires all necessary shipping documents be received a week or two in advance of the ETA of the shipment at the final destination port. Documents required are: Air WayBill, Inventory or Packing List Commercial Invoice (if available, but not necessarily required for personal effects shipments), Copy of the customer's passport bio page. - Final Air Port is Jackson's International Airport, Port Moresby, Papua New Guinea (POM).

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Post will require Bill of Lading ("Express Release"), Airway Bill, commercial invoice (if available but not necessarily required for personal effects) and detailed packing inventory list. These documents MUST be faxed or emailed to Post no later than one month prior to shipments scheduled arrival. (CH 26-FEB-2018 USTCJ4-HB-PAC RB) Customer is REQUIRED to be in-country PRIOR to HHG/UB arrival. (CH 13-Jan-2021 TCJ9-OH-Pac RB)

## 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location. (CH 05-May-2021 TCJ9-OH-PAC RB)

### a. ALCOHOLIC BEVERAGES

There are no restrictions on alcohol and can be consolidated and shipped with HHG. Limitations apply when alcohol is in carry-on luggage. All individuals are allowed 2 liters Duty free. Any additional amounts will be charged Customs Duty. (CH 11-Jul-2019 TCJ4-HB RB)

### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions on quantity as long as it is for personal consumption. Limitations apply when hand-carried in luggage. All individuals are allowed 250 cigarettes or 250grams of tobacco duty-free. Any additional quantities over 250 cigarettts or 250 grams of tobacco will be charged Customs Duty.(CH 26-FEB-2018 USTCJ4-HB-PAC RB)

#### c. COSMETICS

No restrictions as long as it is for personal use. Restrictions can apply to some cosmetic items when hand-carried in luggage.(CH 26-FEB-2018 USTCJ4-HB-PAC RB)

#### d. FOOD STUFFS AND MEATS

Smoked meat, eggs and poultry products: an approved permit to import must be obtained from the Papua New Guinea Quarantine Office PRIOR to shipping. All other canned, bottled, or manufactured food stuff have no restrictions as long as products are well packaged. (CH 11-Jul-2019 TCJ4-HB RB)

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

There are no restrictions on Medications (Narcotics)/Pharmaceutical products as long as they are for personal consumption and within reasonable amounts not exceeding commercial quantities. Restrictions may apply to some medications or controlled drugs when in carry-on luggage. (CH 11-Jul-2019 TCJ4-HB RB)

### 4. ELECTRICAL EQUIPMENT

The electric current in Papua New Guinea is 240 volts at 50Hz frequency. As a comparison, the U.S. electric current is 120 volts at 60Hz frequency.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

The American NTSC (National Television System Committee) television system is not used in PNG. A multi-system TV is recommended, or an adaptor (not available locally) will be necessary to receive television station programming/shows. Adaptors range at about \$100 in the US.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

All appliances used in Papua New Guinea use 240volts (50Hz frequency). Government-owned/Government-contracted quarters use step-down transformers for all American made appliances. Each residence is supplied with 3 transformers. Some appliances can be purchased locally (if needed), and are very reasonably priced (coffee makers, kitchen appliances), while some appliance prices are very high (computers and related hardware).

### 5. FURTNITURE, OVERSIZED

Many Government-owned and/or short-termed leased quarters will not accommodate Oversized Furniture. Some quarters are fully furnished with no space available for additional furnishings. Furthermore, the embassy has no (zero) storage space for the storage of issued furniture so personally-owned furniture can be used. Storage facilities to rent in town are rare, expensive, and not climate-controlled.

## 6. PETS/QUARANTINE

Please contact PortMoresbyShipping@state.gov or PROCESS-GSO\_Port\_Moresby@state.gov for supplementary information if you intend to import a pet.(CH 11-Jul-2019 TCJ4-HB RB)

## 7. PRIVATELY OWNED FIREARMS (POF)

Customers should contact Post GSO/RSO at PortMoresbyShipping@state.gov or PROCESS-GSO\_Port\_moresby@state.gov to obtain authorization PRIOR to shipping firearms to Post.(CH 11-Jul-2019 TCJ4-HB RB)

### a. HAND GUNS

Please see restriction above.

### b. RIFLES/SHOT GUNS

Please see restriction above.

### c. TOY RELATED GUNS

No restrictions identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Importation of ammunition and/or explosives is prohibited.

## 8. PRIVATELY OWNED VEHICLES (POVs)

No Restrictions Identified.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

(CH Entire Paragraph 11-Jul-2019 TCJ4-HB RB)- PNG Ministry of Foreign Affairs allows each employee to import a new or used POV and motorcycle duty free. - There is a restriction on the age of used POVs at the time of import into Papua New Guinea. •At the time of import, the age of a used vehicle must not be more than five (5) years for vehicles with gross weight not exceeding 3,500kg(e.g. A Diplomat arrives at Post without a POV and wants to import from a Japanese used car dealers, than this five (5) years restriction will apply). This five (5) years restriction applies only to import of used cars and not on POVs that are owned for more than six (6) months. •For other vehicles – 15 years from the date of first registry in any country(CH 17-May-2021 TCJ9-OH-PAC RB)- There is also a restriction on the importation of left-hand drive POVs. Exceptions are granted to Diplomats if their country of origin uses left-hand drive POVs. U.S. Embassy personnel are allowed to import left-hand drive POVs under this arrangement. PRIOR APPROVAL from the PNG Department of Transportation (DOT) is MANDATORY BEFORE

shipping the POV to Post. Certificate of title, Bill of Sale or Commercial Invoice, and registration details are needed in advance for submission to DOT for approval to import. Condition of allowance to import is that a left-hand drive POV MUST be exported at the end of the customer's term back to country of origin. Left-hand drive POVs are not allowed to be openly sold on the local market. (CH 17-May-2021 TCJ9-OH-PAC RB)- Both POVs and motorcycles can be consolidated and shipped in a 20- or 40-foot container or with HHG. - Final Port of Discharge (POD) is Motukea Port, Port Moresby, Papua New Guinea. Please check with GSO or the GSO Shipping Assistant BEFORE shipping any POV. Please email [PortMoresbyShipping@state.gov](mailto:PortMoresbyShipping@state.gov) or [PROCESS-GSO\\_Port\\_Moresby@state.gov](mailto:PROCESS-GSO_Port_Moresby@state.gov) for the latest import restrictions.

#### b. MOTOR CYCLES/MOPEDS

See information above.

#### c. GASOLINE/CATALYTIC CONVERTERS

Diesel and unleaded fuel are equally available, and catalytic converters do not need to be removed.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Third-party liability insurance is mandatory. Embassy personnel should also purchase full-coverage insurance due to high accident and theft rates. Two insurance agencies in Port Moresby provide coverage. Post assists new personnel with vehicle registration, third-party liability insurance, and obtaining a license.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

PROHIBITED from importation.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Approval is required from the National Agriculture Quarantine and Inspection Authorities prior to importation.

### 11. TRANSMITTING EQUIPMENT

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#### a. CBS

No restrictions identified.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

No restrictions identified.

#### d. DISH ANTENNAS

No restrictions identified.

#### e. CORDLESS PHONES

No restrictions identified.

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Papua New Guinea should be counseled that all customs entry requirements remain the responsibility of the member and is a personal matter between the member and the Government of Papua New Guinea. Papua New Guinea does not charge import duties or taxes on used personal property....however....duties and taxes ARE charged on NEW, recently-purchased personal property in original boxes, and are a personal matter between the member and the Government of Papua New Guinea.

### 13. OTHER

No Restrictions Identified.

## General Instructions: PARACEL ISLANDS (XP)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES



No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: PARAGUAY (PY)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

Effective 1 October 2012 GBLOC ZHDK (Asuncion) shipments for DOD and U.S. Coast Guard Personnel assigned to the Diplomatic Mission in Asuncion must be routed per the special instructions shown on PPCIG page for GBLOC ZHDK.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

(1) Cannot exceed door dimensions of C 141 aircraft which is 123 inches wide, 109 inches high. (2) Due to the use of commercial narrow-body aircraft, external shipping containers for Code T shipments moving to/from South and Central America in accordance with PPP-B-601, style A or B, are required, not to exceed 60 inches in height. In accordance with Item 508, Personal Property International Rate Solicitation, special packing arrangements will be authorized by the PPSO for oversize items which will not fit into the restricted height container.

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. In those cases where air movement is recommended, ITOs must follow the appropriate military service procedures for air approval. b. Embassy requires a copy of the commercial bill of lading(B/L) prior to receipt of shipment to initiate customs clearance. Embassy cannot start the clearance through customs with a PPGBL. It can be done only with the original B/L. Please do not forget that the process of clearance of the documents through the GOP takes o/a 8 weeks. This period of time starts counting from the day Embassy receive the shipping documents. Having this in mind, please send the original shipping documents(B/L, packing list, etc.) by DHL to the Embassy. In case of POVs, Embassy also need to receive along with the original Bill of Lading (B/L), a copy of the bill of sale or a copy of any document that shows the value of the POV. This is needed to initiate customs clearance, not the PPGL. The process of clearance through the GOP takes o/a 8 weeks. The period of times starts counting from the day the shipping documents are received.

## 3. CONSUMABLES

No restrictions identified.

### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

### c. COSMETICS

No restrictions identified.

### d. FOOD STUFFS AND MEATS

No restrictions identified.

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

## 4. ELECTRICAL EQUIPMENT

No restrictions identified.

### a. HOME COMPUTERS

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

All types of pets may be imported. Certification of good health and valid certificate of inoculation against rabies, certified by a Paraguayan Consul, are the only required documents. No quarantine is imposed.

**7. PRIVATELY OWNED FIREARMS (POF)**

Firearms in the quantity listed may be shipped (but not mailed) to post without an export license provided they are consigned to US personnel for their personal use and not for resale. Prior approval of the Chief of Mission is necessary. Contact the Embassy RSO for details on registration of firearms at 011-595-21-213-715. Only the following nonautomatic firearms may be brought to Paraguay. Combined total of four of the following is allowed:

**a. HAND GUNS**

Revolvers, pistols(semi-automatic)

**b. RIFLES/SHOT GUNS**

Rifles (Cal UP to .30), Shotguns(up to 10 gauge).

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

ALL POV'S MUST BE APPROVED BY MFA PRIOR TO BUYING OR SHIPPING POV'S TO ASUNCION; POVS OLDER THAN 10 YEARS FORBIDDEN; EMAIL THE FOLLOWING DETAILS TO POST: MAKE, MODEL, FUEL TYPE, YEAR, DATE OF PURCHASE, VIN / ENGINE / CHASSIS NUMBER, PRICE OF POV, COPY OF BILL OF SALE OR INVOICE. GSO AT POST WILL SUBMIT TO MFA IN ORDER TO OBTAIN MFA APPROVALMOTORCYCLE CONSIDERED A VEHICLE BY PARAGUAY, USG PAYS FOR SHIPPING AND IMPORTING ON ONE (1) VEHICLE, EMPLOYEE MUST PAY SHIPPING AND IMPORTING ON SECOND. MOTORCYLCE AS SECOND VEHICLHLE MAY SHIP AS HHE BUT MUST BE DECLARED AND DUTIES PAID BY EMPLOYEE. MOTORCYLCE USE RESTRICTED BY POST.POV IMPORT RESTRICTIONS: The

Government of Paraguay does not allow vehicles older than ten years to be imported into the country. This law applies to everyone regardless of diplomatic status. In order to avoid potential importation, registration, suitability, or security problems, Embassy employees are prohibited from importing into Paraguay for personal use any vehicle which may be considered "flashy," a luxury vehicle, or which otherwise draws unwarranted attention to oneself or the United States Government. Examples of ostentatious vehicles are large and expensive SUVs, luxury sports cars, and similar high-end vehicles. Employees should expect close scrutiny of any vehicle whose value when new is greater than \$45,000.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) POVs should be shipped in a container covered by a through-bill-of-lading to Asuncion. If both HHG and POV must be shipped by surface, please DO NOT, repeat, DO NOT ship HHG and POV in the same container. The Embassy recommends shipment through Buenos Aires to Asuncion. To ease identification of property (POV or HHG), consign the shipping documents to American Embassy Asuncion, Paraguay, ATTN: Shipping Office, 1776 Mcal. Lopez Avenue, Asuncion, Paraguay.

(a) In the B/L, mark and consign USODC Paraguay c/o US Embassy Asuncion, Paraguay, FOR (Name of the Employee) only for those POVs property of the members of the Military Group (USODC). (b) In the B/L, mark and consign "DAO Paraguay c/o US Embassy Asuncion, Paraguay, FOR (Name of Employee)" for POVs of members of the DAO office. (c) If the DETCMDR of the US Marine Corps ships a POV, mark and consign "USMC DETCMDR Paraguay c/o US Embassy Asuncion, Paraguay for (Name of Employee)". (2) Advance documentation for POV shipment (original B/L, copy of GBL and especially a copy of the bill of sale) for personnel assigned to Asuncion should be sent by courier to: American Embassy Asuncion, ATTN: Shipping Office, 1776 Mcal. Lopez Ave., Asuncion, Paraguay. Original B/L should show name of the owner, make of the vehicle, year, color, and VIN number or engine number. Most of the time, the POV arrives in Asuncion before the Embassy receives the shipping documents causing extra storage fee charges as the POV cannot be picked up from customs. Embassy cannot start the clearance of the paperwork through the GOP in advance if Embassy does not receive the original shipping documents (B/L and bill of sale). (3) Driver License: The GOP requires each driver to have Paraguayan drivers license. Twelve US dollars is charged for the license. The employee should bring his/her US or international driver license and proof of his/her blood type in order to obtain the Paraguayan license. US driver license or international driver permits are accepted for 60 days from the date of arrival in country. (4) Selling a POV at Post: An employee shipping a POV must provide the original bill of sale to Post, if she/he plans to sell it in-country during the tour. When selling a personal vehicle, a married employee's spouse must also sign the transfer of title. If the spouse has to leave the country earlier for some reason, she/he should leave a power of attorney for his/her spouse. (5) Consular invoice is not required any longer. It requires the original B/Ls, a copy of the POV bill of sale, and a copy of the HHG packing list. REMARKS: If it is possible, provide all the shipping information and a copy of the B/L by FAX to the Shipping Office. The FAX number in GSO/Shipping Office is 011-595-21-213878. If you need any other information regarding shipping a POV or HHG to Asuncion, contact, Phone: 011-595-21-213715, e-mail address: .

#### b. MOTOR CYCLES/MOPEDS

Motorcycles/mopeds are not considered POVs and can be imported duty free. The Ministry of Foreign Affairs is imposing restrictions on diplomats who would like to import a motorcycle. In order to import a motorcycle, special authorization is required by the MFA and there is no guarantee that this would be granted. In the event that you would get approval to import a motorcycle, you would then not be able to sell it at the end of your tour unless you were to pay the duties.

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

The GOP require third party liability insurance for all vehicles, which can be purchased locally at a cost of approximately US dollar 100-150. The Embassy also recommends the employee has coverage for comprehensive and collision. Before the employee comes to Asuncion, she/he should check and make sure his/her insurance company covers Paraguay.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No restrictions identified.

#### a. CBS

There are no restrictions imposed on DOD personnel on importation of CB radios, however, Army members must have approval from overseas Commander prior to shipment (AR 105 4).

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

No restrictions identified.

#### d. DISH ANTENNAS

No restrictions identified.

#### e. CORDLESS PHONES

No restrictions identified.

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS



Personnel contemplating retirement, separation or relocating dependents to Paraguay should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Paraguay.

### 13. OTHER

No restrictions identified.

## General Instructions: PERU (PE)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES "EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS: a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797. b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)). c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV. d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS. OTHER Effective 1 October 2012 GBLOC ZHDK (Asuncion) shipments for DOD and U.S. Coast Guard Personnel assigned to the Diplomatic Mission in Asuncion must be routed per the special instructions shown on PPCIG page for GBLOC ZHDK. e. Shipping instructions from the out-going Post, per 14 FAM 614.4-1, are as follows: (1) Limitations of size and weight of shipping containers: None. (2) Port of discharge: Air shipments / Jorge Chavez International Airport – Callao, Peru ii. Sea shipments/ Port of Callao – Callao, Peru. (3) Consignee and notify party to be placed in the ocean bill of lading (OBL) or Air Way Bill (AWB): CONSIGNEE: Employees Name (first name, MI, and last name) Passport Number Embassy of the United States of America Av. La Encalada ii. NOTIFY PARTY: Embassy of the United States of America Lima, Peru Telephone: +51-1-618-2193 or +51-1-618-2194 Email: LimaGSOshipping@state.gov f. Customs and Shipping Points of Contact: Assistant General Services Officer: NOEMI DAVILA, Tel: +51-1-618-2625, Email: DavilaN@state.gov Customs and Shipping Supervisor: JOSE MENDOZA, Tel: +51-1-618-2193, Email: MendozaJG@state.gov Customs and Shipping Shipment Assistant: FLAVIO PALOMINO, Tel: +51-1-618-2194, Email: PalominoFP@state.gov

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

a. Cannot exceed door dimensions of C-141 aircraft, which is 123 inches wide and 109 inches high. b. Due to the use of commercial narrow-body aircraft, external shipping containers for Code T shipments moving to/from South and Central America in accordance with PPP-B-601, style A or B, must not exceed 60 inches in height. In accordance with Item 508, Personal Property International Rate Solicitation, special packing arrangements will be authorized by the PPSO for oversize items which will not fit into the restricted height container.

### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. UAB, HHG and POV shipments must be planned so as to arrive in Peru after the employees arrival. It is important to mention that HHG and POV shipments must be sent under two separate bills of lading. UAB, HHG, and POV must not arrive at post prior to employees arrival. Paperwork for tax exemption on import duties of UAB, HHG, and POV cannot/cannot be processed until employee is accredited to the mission. It is important to know that if a shipment arrives at Post before the arrival of the employee and it is not cleared from customs within 30 days, the Government of Peru (GOP) considers the shipment to be abandoned and will auction it. Clearance of UAB and HHG generally takes from 3 to 4 weeks. Clearance of POV generally takes from 5 to 6 weeks. Essential documents, medicines and clothing should be brought with you. b. The Peruvian MFA allows duty free entry for a maximum of three shipments: One UAB and two HHG, or two UAB (up to total allowable weight) and one HHG. Additional personal effects shipments will be subject to each employees limited annual quota of duty free importations (the quota varies depending on the diplomatic title). Employees specific quota can be obtained from Customs and Shipping Unit, and 80 percent of this quota is normally assigned for an employees commissary importations. In any event, the quota is very limited, and therefore, should not be used for UAB and HHG shipments. It is critical employees know what they are shipping to Post and provide the exact information regarding HHG and UAB shipments and copies of inventory lists to the Customs and Shipping Unit of GSO upon their arrival.

c. Additionally, employees should be aware the Peruvian MFA only grants duty free importation for the first six months from the date of arrival of employee. All shipments arriving after that time are subjected to the yearly quota. d. Post Lima is a fully furnished Post. Use of government provided storage in the U.S., or in Antwerp, for non-essential HHG/HHE is strongly recommended. e. Supplemental Shipments. The tax-free importation of supplemental and layette shipments are subject to the availability of the diplomatic quota granted by the GOP on a yearly basis. A packing list with the itemized value of the shipment is required. Please contact the Customs and Shipping Unit before planning all supplemental and layette shipments. f. Send questions as well as copies of all shipping documents to LimaGSOShipping@state.gov, telephone: +51-1-618-2193 or +51-1-618-2194, well in advance of your arrival at Post. Medication (Narcotics)/Pharmaceutical Products Please add the following to what already exists: Essential medicines should be brought with you on your person.

## 3. CONSUMABLES

No Restrictions Identified.

#### a. ALCOHOLIC BEVERAGES

Personnel, regardless of rank, are no longer authorized to import alcoholic beverages in personal effects shipments.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

At least two months before bringing a pet to Post; pet owners should contact the Customs and Shipping C and S Unit via email at [LimaGSOShipping@state.gov](mailto:LimaGSOShipping@state.gov) to obtain importation guidance. The C and S Unit will promptly make an initial review to determine if the listed animal may be imported and inform the employee. The GOP considers only dogs and cats to be household pets;

although the requirements may be lengthy and bureaucratic, importation of dogs and cats is possible. Other animals such as rabbits, snakes, and birds are not considered household pets, and it may not be possible to import such animals. The embassy advises employees not to consider

bringing animals other than a dog or cat to Post. The laws and regulations for importation of animals into Peru may change from day to day, due to viruses or diseases that might develop in other countries. SENASA, equivalent to the U.S. Department of Agriculture (USDA) maintains a database on each type of animal and the importation requirements. b. An employee must initiate all required pet importation paperwork prior to coming to Post and follow up with all required paperwork after arrival. Please note that once a pet has been imported to Lima, it must be registered in accordance with the municipal regulations in your district. Please see Embassy Management Notice 036-14: Municipal Pet Dog Registration Requirements (<http://wha.p.state.sbu/sites/Lima/MGT/Notices%20%20Procedures/MN14-036.pdf>), or contact the C and S Unit for a copy of this notice. c. In order to import a pet into Peru, SENASA requires that the owner provide a valid export certificate issued by the USDA. The link below will provide additional information required to bring pets to Peru: <https://www.aphis.usda.gov/aphis/pet-travel>. d. Employees bringing pets to Post from countries other than the United States should contact the C and S Unit via email at [LimaGSOShipping@state.gov](mailto:LimaGSOShipping@state.gov) as soon as possible for an explanation of the importation requirements. e. Pets can arrive as accompanied baggage, checked luggage, or as cargo. If the pet is scheduled to arrive as accompanied baggage or checked luggage, the health certificate and vaccination certificate (issued by an authorized veterinarian) will be required by SENASA authorities to inspect and approve the pet's entrance into Peru. On the day of the trip, the owner must hand carry the above-mentioned documents plus \$35.00 USD in cash to cover SENASA's inspection fees. Arrival can be any day of the week for pets travelling as accompanied baggage or checked luggage. C and S recommends that employees importing pets request an expeditor through their sponsor to meet and assist them at the airport. f. Post does not recommend shipping pets as cargo, if at all avoidable. If the pet must arrive as cargo, please contact a pet relocation company at your point of origin to handle the shipment, customs clearance, and delivery of the pet to your residence in Peru. If not, you will have to contract a Peruvian company in advance for the clearance and delivery of the pet. Customs clearance of pets entering Peru as cargo takes approximately seven hours. Post recommends that pets shipped as cargo arrive Monday through Thursday to avoid weekend stays in the airport warehouse while the Peruvian Customs office is closed. g. All pet owners are reminded that the overall cost of relocating a pet to Peru is high, often more than \$1,000 per pet, depending on the size and distance travelled. United Airlines PetSafe program allows U.S. Military and Department of State employees to ship pets weighing less than 100 lbs. as checked luggage on their flights. Additional details are available on United's website at [www.united.com](http://www.united.com) and at <https://www.aphis.usda.gov/aphis/pet-travel>. Please note that air carriers flying from the United States may enforce a pet embargo due to the high temperature of air cargo holds during the summer months, usually from May 15 through September 15. Owners should check with their air carrier for specific details.

## 7. PRIVATELY OWNED FIREARMS (POF)

a. Any employee who wishes to import or acquire in-country any firearm must forward a written request to Post, attention RSO and GSO prior to shipping or purchasing the weapon. Approval will be limited to one handgun and one shotgun or rifle OR two shotguns/ two rifles per household. Law enforcement officers may request exceptions. Peruvian law provides that law enforcement, security,

and military personnel are authorized to import handguns in calibers up to .45 (pistol) and .357 (revolver). However, please note that the Government of Peru (GOP) is hesitant to issue permits for .40, .44, and .45 caliber handguns. The issuance process for these calibers requires special authorization from both civilian and military organizations and can be very lengthy. Permits are often issued for short periods of time (one year), which requires frequent renewals. Check with RSO for further information. b. Automatic weapons or firearms of larger caliber than cited above are not permitted. Personally owned weapons must be shipped to or from Post within an employees HHG or declared and shipped within personal luggage. An exception is available for Federal Law Enforcement Officers who may follow individual agency guidelines for the transport of weapons utilized in official duties.c. It is extremely important to note that NO firearm may be shipped or brought to Peru without first receiving written authorization, via the RSO, from the Government of Peru. Merely submitting the required forms does not constitute authorization. Employees who transport firearms to Peru without first receiving government authorization risk seizure of the firearms by Peruvian authorities. For more information on weapons, contact RSO at RSOLIMA@state.gov.

#### a. HAND GUNS

Peruvian law provides that law enforcement, security, and military personnel are authorized to import handguns in calibers up to .45 (pistol) and .357 (revolver). However, please note that the Government of Peru (GOP) is hesitant to issue permits for .40, .44, and .45 caliber handguns..

#### b. RIFLES/SHOT GUNS

Shotguns up to 12-gauge and rifles of .44 caliber or less are permitted.

#### c. TOY RELATED GUNS

None

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

None

### 8. PRIVATELY OWNED VEHICLES (POVs)

a) Restrictions Importation of vehicles more than 5 years old, vans with more than 9 passenger capacity, pick up trucks and motorcycles are not authorized to be imported into Peru. All military personnel with PCS orders permanently assigning them to Peru (DAO, MAAG or NAMRID) may import duty free one vehicle within six months after the member has arrived in country and is accredited to the Ministry of Foreign Affairs (MFA). Most tours are 24 or 36 months. If you are on a 36 month tour, you may import duty free vehicle every three years.b) Documents and information required for the customs clearance - All personnel bringing a vehicle to post must provide Customs and Shipping Unit copy of vehicles commercial invoice or bill of sale and copy of the certificate of title. The following vehicle information is required: Make, model, manufacture and model year, VIN,

engine number, number of cylinders, color, capacity of engine in liters or cubic centimeters. The engine number is very important for the customs clearance, as this information is not usually mentioned in the vehicle documents, Post strongly recommends employees obtain the engine number of their vehicles through a car dealer. The customs clearance of a vehicle takes approximately 5 weeks, after it arrives at the port of Callao. However, if the engine number provided by the employee is not correct, the customs clearance will take more than two months and the cost of correction to the shipping documents or customs manifest may be charged to the employee. Obtaining the license plates takes two weeks approximately after the vehicle is cleared out of customs. Remove pilferable items before shipment. Theft of windshield wipers, floor mats, radios, etc., occurs. It is a good idea to have a locking gas cap. Vehicles imported duty free by accredited employees can be sold locally tax-free after the vehicle has been three years in country. If the employee is transferred or finishes his official tour before three years, he/she will need to pay the import taxes for the remaining time to complete the three-year period. That amount will be calculated by the MFA dividing the import taxes by thirty-six (36), and the result will be multiplied by the number of months remaining to complete the three year-period. If an employee arrives in Peru with travel authorization for two years of duty only and is accredited accordingly to the Peruvian Ministry of Foreign Affairs (MFA), he/she can sell the vehicle tax free at the end of his/her official tour. But for this two-year exception to apply the employees tour must end without fail in exactly two years and the vehicle must have been imported within 6 months after the employee has been accredited to the GOP. Otherwise, the three-year rule applies. If you require additional information regarding the importation of POVs, please contact Mr. Edmundo Sarmiento, C and S Supervisor, telephone (511)618-2607, Email: sarmientea@state.gov or Flavio Palomino, telephone (511)618-2194, Email: palominofp@state.gov. Parking spaces are small and garage doors tend to be no higher than 68 inches. Personally owned vehicles with height greater than 68 inches must not be shipped to Post without prior Post approval. If someone must ship a larger vehicle, they may have to be housed in an apartment building. Please contact Mrs. Cecilia Crisanto, telephone (511)618-2606, email: CrisantoCC@state.gov of housing office to verify if the vehicles height that you plan to bring to Post is accurate for the housing assigned to you. Any POV imported to Post over two years old or with more than 20,000 miles (32,000 KM) registered at the time of importation can no longer be sold locally. Additionally, all vans, trucks, motorcycles, and diesel vehicles are not eligible for local resale—regardless of age or mileage. You may still import the vehicle, but it must leave with you at the time of your departure—regardless of the circumstances of your departure or the condition of the vehicle. If you have a vehicle that was imported under prior law that you'd like to sell locally, please contact our GSO Customs and Shipping Section at LimaGSOShipping@state.gov to determine if your vehicle is eligible for resale. Additionally, provide in advance, copies of the Rated OBL or AWB and Commercial Invoice of the Vehicle, the Vehicle Title is also required for both POVs and Official Vehicles (OFVs).

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

Restrictions: Importation of vehicles more than 5 years old, vans with more than 9 passenger capacity, pick up trucks and motorcycles are not authorized to be imported into Peru

#### b. MOTOR CYCLES/MOPEDS

Motorcycles are considered a POV by the Government of Peru (GOP) and diplomats are authorized to import only ONE POV. Administrative and Technical staff are also authorized to import only ONE POV, but A&T staff must clear their POVs through Customs within 6-months of arrival to Post as required by Peruvian Law. Motorcycle should be shipped separate from other shipments such HHE,

Supplemental Shipments, CNS, Supplies, etc.

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

No restrictions identified.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

None.

#### a. CBS

There are no restrictions on the importation/utilization of CB radios; however, Army members must have approval from the overseas commander prior to shipment (AR 105 4) in addition to obtaining approval from the Peruvian Ministry of Transportation and Communications. Approval may be secured through US Embassy GSO upon arrival on station but before shipment arrives in Peru.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

No restrictions identified.

#### d. DISH ANTENNAS

No restrictions identified.

#### e. CORDLESS PHONES

No restrictions identified.

### 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Peru should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Peru.

### 13. OTHER



No Restrictions Identified.

## General Instructions: PHILIPPINES (PH)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS TDY WEIGHT ALLOWANCE USING DOS TRANSPORTATION SERVICES IAW DTR, PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. DOD AND USCG PPPO PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT" NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797, AND MEMBER EMPLOYEES ORDERS VIA FAX EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

**OTHER HOUSEHOLD GOODS:**  
Ship via OTO Code 4. Consign to the US Embassy, Manila, Philippines, Mark For: member and unit of assignment. Shipments for active duty military and DOD civilians assigned for duty in the Philippines must show Manila port (SA1) as the WPOD. Origin TO must ensure both PPGBL and OBL reflect the correct consignee. DO NOT CONSIGN SHIPMENT TO DESTINATION AGENT. DO NOT CONSOLIDATE SHIPMENT WITH OTHER ACTIVE, RETIREES, SEPARATEES, DEPENDENTS, BLUEBARKS and OTHER MEMBERS. (CH) DOCUMENTATION CONSIGNMENT The advance documents (ocean bill of lading (OBL), air way bill (AWB), government bill of lading (GBL) and packing list) for approval of Tax and Duty-Free Importation. Documents can be emailed to the US Embassy in Manila at ManilaShipping@state.gov. (CH 10-JUN-2019 TCJ4-HB-PAC RB) The Philippine Department of Foreign Affairs (DFA) requires legible and signed copies of AWB for (Code 8) and OBL (Code 4) and packing list for approval of Tax and Duty free importation. (CH 10-JUN-2019 TCJ4-HB RB) Origin TO must ensure that all shipments including POV are properly consigned as stated in paragraph 1.d and 1.e. The origin TO must ensure that all shipments are properly declared described on the AWB or OBL as: Unaccompanied Baggage and Personal Effects, Household Goods and Personal Effects and full description of vehicle (see paragraph 8.3) for Code 8, Code 4 and POV, respectively. Any consignee and description other than above are considered mis-consigned and mis-declared. The Embassy must file a request to the Bureau of Customs to amend and reflect the correct consignee and description of the shipment before submission to the DFA. PLEASE DO NOT CONSOLIDATE UAB, HHG and POV SHIPMENTS WITH OTHER MEMBERS, TO INCLUDE ANOTHER EMBASSY MEMBER. Each member must satisfy the Philippine Government requirements depending on their status. Please see paragraph 2.a and paragraph 12 for active and non-embassy members, respectively. Consolidating shipments will result to additional storage and port charges for the Government plus significant delay to customs clear and release the shipment from the airport port. Consolidated shipments often cause undue hardship to the member as well as to the Embassy. (CH 21-Dec-2017 TCJ4-HB-PAC RB) DoD Units/Activities supported by the US Embassy-Manila include:  
JUSMAG - Joint United States Military Group    DAO - Defense Attache Office    NCIS - Naval

Criminal Investigative Service OSI - Office of Special Investigation (Air Force) ESC -  
Engineering Service Center MSG - Marine Security Guards FSO - Fleet Support Office  
(Update 20 Oct 2023, USTC J9 Pacific, MSO)

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

Ship via OTO Code 8. Consign to the US Embassy, Manila, Philippines, M/F: member and unit of assignment. Shipments for active duty military and DOD civilians assigned for duty in the Philippines must show Ninoy Aquino International Airport, Manila, MNL as the APOD. For UB shipments originating from Diego Garcia ship via DPM/AMC to Andersen AFB, Guam. Andersen AFB has been designated as Diego Garcia's in-transit aerial port for shipments to the Philippines. TMO Galaide Professional Service, Inc., Building 3191 Naval Station, Guam, 96950. Galaide Professional Service will request a one-time-only solicitation for onward movement to the Republic of the Philippines. (CH USTC Pacific J9, 12JUN23, TF) All advance documents must be forwarded to: maria.h.torre.ctr@us.navy.mil and april.m.torres6.ctr@us.navy.mil. Origin TO must ensure both PPGBL and OBL reflect the correct consignee. (CH USTC Pacific J9, 12JUN23, TF) DO NOT CONSIGN SHIPMENT TO DESTINATION AGENT. DO NOT CONSOLIDATE SHIPMENT WITH ACTIVE, RETIREES, SEPARATEES, DEPENDENTS, BLUEBARKS and OTHER MEMBERS. (CH)

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. US military personnel and DOD civilian employees on official assignment to the Philippines are authorized duty-free importation of personal effects and POV. DoD personnel must be present and accredited with the Department of Foreign Affairs (DFA) to clear UB, HHGS, and POV through the Philippine Bureau of Customs (BOC). DoD personnel must have the appropriate 9e(1) VISA (for diplomats) and 9e(2) (for administrative and technical staff not on the diplomatic list) to be accredited by the DFA. It is important to note that no action can be done by the Embassy unless the Philippine Department of Foreign Affairs (DFA) has accredited the customer. Incorrect Philippine VISAs must be amended at the DFA, will also cause delay in the submission of a request for tax exemption, and would further result in additional port and storage charges for the U.S. Government. Both diplomats and technical staff are granted the same privileges and exemptions by the Philippine Government. DFA requires legible copies of advance documents for the preparation of request for free entry (RFE/tax exemption). (CH USTC Pacific J9, 12JUN23, TF). Please send e-mail to ManilaShipping@state.gov to receive shipment approval prior to commencing transport of shipments. No shipments should commence transport without approval from the Embassy's Transportation Unit. (CH 30-Mar-2016 SDDC-PAC RB) b. Origin PPPO/PPSO/TMO must ensure documentation mentioned in para a. above for UB, HHG and POV are e-mailed to ManilaShipping@state.gov or uploaded in T-Lite. Without the DoD customer being in-country

and the appropriate shipping documents, shipments cannot be cleared and released. Shipments may also be declared abandoned and eventually auctioned by BOC if not cleared and released within 7 (seven) days from the date of arrival at the Port of Manila IAW Philippines Customs Memorandum Order Number 18-2019, and Section 407 (last paragraph) of Republic Act No. 10863 or the Customs Modernization and Tariff Act of 2016. (CH 10-JUN-2019 TCJ4-HB RB)

### 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location.(CH 05-May-2021 TCJ9-OH-PAC RB)

#### a. ALCOHOLIC BEVERAGES

The only restriction on the importation of alcoholic beverages to the Philippines is that the quantities commensurate the personal consumption (reasonable amount without specific quantity) of the member. (CH)

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No restrictions.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restriction identified. The residential electrical standard here is 220-volt, 60 Hz. Surge suppressors and step-down transformers are readily available locally, as are plug/socket adaptors. For expensive electrical equipment (computers, sound systems, LCD and plasma TVs, etc.) it is recommended you buy high quality surge suppressors in the U.S. to bring with you. (CH USTC Pacific J9, 12JUN23, TF)

## 5. FURTNITURE, OVERSIZED

No restrictions identified. This is a fully furnished post that conforms to the Department's Furniture and Appliance Pool (FAP) policy, which means that all USG issued furniture must be stored in place. We cannot accommodate returns of furniture items. If you ship your full weight of authorized HHE and/or large pieces of furniture, you will be responsible for payment of any commercial storage you may consequently require. Commercial storage, when available, is expensive by US standards. For residential furniture and furnishings questions, please contact Property and Supply ManilaPSUnit@state.gov. (CH USTC Pacific J9, 12JUN23, TF)

## 6. PETS/QUARANTINE

DoD customers wanting to import pets into the Philippines, should contact the GSO/Customs and Shipping Unit of the US Embassy Manila for detailed information at : ManilaShipping@state.gov.(CH 16-NOV-2020 TCJ9-OH-Pac RB)

## 7. PRIVATELY OWNED FIREARMS (POF)

Prohibited except when authorized by law.

### a. HAND GUNS

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### b. RIFLES/SHOT GUNS

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### c. TOY RELATED GUNS

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### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

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## 8. PRIVATELY OWNED VEHICLES (POVs)

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### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) Unaccompanied DoD personnel are authorized ONE (1) POV at government expense tax-free into the Philippines. Accompanied DoD personnel are authorized a second POV tax and duty-free, whether imported at the customer's expense or locally purchased, provided the customer's authorized family member is duly accredited by the Department of Foreign Affairs (DFA ID).(CH 16-

Nov-2020 TCJ9-OH-Pac RB) (2) Government Bill of Lading (GBL) and Ocean Bill of Lading (OBL) must list complete description of the POV (make, type, model year, engine and VIN/Chassis numbers, color and number of cylinders). (CH 16-Nov-2020 TCJ9-OH-Pac RB) (3) There is no POV age limit for importation into the Philippines. (CH 30-Mar-2016 SDDC-PAC RB) COPY OF U.S. CERTIFICATE OF TITLE OR DMV REGISTRATION IS REQUIRED. If no title, previous local registration from your last post (with an English translation) or a translation done by the Ministry of Foreign Affairs from losing post. This is part of the requirements for local registration. The Philippine Bureau of Customs requires that the Certificate of Title of the POV should be under the name of the employee. POV cannot be shipped if the Certificate of Title is named under the spouse only and cannot be cleared at Customs even if a copy of the marriage certificate is presented. Customs only allows the POV with the spouse name if both names of the employee and the spouse are reflected on the Certificate of Title. The Philippine Bureau of Customs in conjunction with the Department of Trade and Industry (DTI) requires securing the DTI Certificate of Authority to Import prior to the vehicle's departure from origin. (CH USTC Pacific J9, 12JUN23, TF). DTI requirements are as follows:

1. Registered under the name of the qualified importer for at least six (6) months prior to the submission of the application
2. Certificate of Roadworthiness from country of origin duly authenticated by the Philippine Embassy abroad for non-members of the Apostille Convention or apostilled by the competent authority of Apostille-contracting countries, whichever is applicable. (under CAA, RA 8749)
3. Certificate of Emission Compliance (CEC) from country of origin duly authenticated by the Philippine Embassy abroad for non-members of the Apostille Convention or apostilled by the competent authority of Apostille-contracting countries, whichever is applicable. (under CAA, RA 8749)
4. Completely filled-out and notarized DTI-FTEB Application Form [form to be provided by the C&S Shipment Assistant]
5. Completely filled-out and notarized Affidavit of Undertaking [form to be provided by the C&S Shipment Assistant]
6. One (1) copy of 2x2 picture with signature. The term "Specimen" means a wet signature. (CH USTC Pacific J9, 12JUN23, TF)
7. Photocopy of passport bio page. (CH USTC Pacific J9, 12JUN23, TF)
8. Picture of the motor vehicle
9. Original or Certified True Copy of Car Title or Registration with English translation if necessary

Note: In very few cases, expect delays and additional expenses (\$100-\$500) in the registration for vehicles with an engine number difficult to access, as it may require a local dealership to remove some parts of the vehicle to get a physical imprint of the engine number, which is a requirement for local registration. We have found this issue with BMW, Mercedes Benz, Volvo, Volkswagen, and Nissan (Xterra/Pathfinder). Shipping of SAAB is not recommended due to the inaccessibility of the engine number. (CH Entire Section 16-Nov-2020 TCJ9-OH-Pac RB) . When deciding whether to ship a vehicle, also consider possible unexpected changes to local regulations such as not being able sell your POV after your tour or being required to re-export your vehicle. (CH USTC Pacific J9, 12JUN23, TF) (4) The Republic of the Philippines exercises import restrictions on diplomatic, official, and all other POVs shipped into the country. There are no, repeat, NO EXCEPTIONS to these restrictions. The customer may import into the country a gasoline-powered (including hybrid and fully electric) passenger car of any weight and engine displacement. (CH USTC Pacific J9, 12JUN23, TF) . (5) Customers are only authorized to sell their POV after their tour of duty, or after two years of initial local registration at the Land Transportation Office (LTO). Permission MUST be received from the DFA-----PRIOR TO-----selling the imported POV. Customers must ensure appropriate Duties and Taxes have been paid if the POV is sold to a non-privileged buyer prior to releasing the POV to the buyer. (CH USTC Pacific J9, 12JUN23, TF) . (6) The Philippine government requires the following before we can ship your POV to post: officer must be physically at post, accredited by the Department of Foreign Affairs (DFA), and have obtained the Certificate of Authority to Import (CAI) from the Department of Trade & Industry (DTI). These processes usually take up to 6 weeks after

the employee's arrival at post. If you plan to ship a vehicle in the Philippines, please contact us immediately at: [MNLCustomsShipping@state.gov](mailto:MNLCustomsShipping@state.gov) for a list of documents required for these authorizations. Processing time for vehicles from shipping at the origin up to delivery may take 6 to 8 months. Post highly recommends purchasing a vehicle locally rather than waiting for the arrival of a shipped POV. (CH USTC Pacific J9, 14JUL23, TF)

#### b. MOTOR CYCLES/MOPEDS

Motorcycles/mopeds/motorized bikes whose engine size is above 49cc are considered POVs for import purposes. A motorcycle/moped/motorized bike above 49cc must be shipped as a POV (please see paragraph 8.a. above) to be authorized use on the local highways/streets and MUST be registered with the Philippine Land Transportation Office (LTO). DO NOT CONSOLIDATE HHG and POV (Motorcycles/Mopeds/motorized bikes above 49cc) into one container. If a customer ships a motorcycle/moped/motorized bike above 49cc as a second POV, the customer is responsible to pay for a licensed Customs Brokerage Fee as the second POV would be processed separately from HHG items by Philippine Customs. Motorcycles/mopeds/motorized bikes 49cc and below are not considered a POV, can be cleared as part of HHG in the same container as HHG, do not need to have a separate BL issued, do not need to be registered with Philippine LTO, but must only be driven within the US Embassy compound. (CH USTC Pacific J9, 12JUN23, TF) .

#### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gasoline is available.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Local Insurance for CTPL & Bodily Injury coverage is required.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Restriction is identified on written or printed representations of an obscene or immoral character.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Importation is Restricted. E-mail the GSO Customs and Shipping Unit at: [ManilaShipping@state.gov](mailto:ManilaShipping@state.gov) if you intend to import these items.(CH 16-Nov-2020 TCJ9-OH-Pac RB)

### 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

#### a. CBS

There is no restriction; however, upon arrival, member must contact the Information Management Office (IMO), US Embassy, Manila for clearance to use CBs in the Philippines. (CH)

#### b. AMATEUR/HAM RADIOS

No restriction identified. However, model and serial numbers of all amateur radio equipment should be listed on inventory. License is required to operate.

#### c. MARS EQUIPMENT



There are no restrictions. However, model and serial numbers of all amateur radio equipment should be listed on inventory. License is required to operate.

#### d. DISH ANTENNAS

No restrictions identified.

#### e. CORDLESS PHONES

No restrictions identified.

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

a. SHIPMENT INSTRUCTIONS: 1. Ship unaccompanied baggage (UB) via OTO Code 8 and household goods (HHG) via OTO Code 4. All UB MUST arrive Manila airport and ALL HHG and POV MUST arrive Manila water-port. Origin TO MUST ensure that all shipping documents (PPGBL, OBL, AWB and packing list) MUST reflect the name, address and telephone number of the member in the Philippines; mark for destination agent's name. DO NOT, repeat, DO NOT, and in any form of document identify the name of the US Embassy Manila as the responsible destination transportation office for non-Embassy members. Instead identify the name of the destination agent of the carrier, address, point of contact and telephone number. The Embassy is not responsible for any shipment belonging to non-Embassy members. Further, TOs MUST ensure the advance shipping documents are mailed to the carrier's destination agent and not to the Embassy. 2. To preclude undue hardship to the member, the origin TO must provide copies of all shipping documents (PPGBL, AWB for UB and OBL for HHG and POV) and ensure member is provided with the name of the carrier, name of destination agent, destination agent address, telephone number and point of contact to the Philippines. If the shipment is consigned to the member, he must be physically present in the Philippines to process clearance of his UB, HHG and POV to get full tax and duty-free exemption. In the event that the member is not able to come to the Philippines and issues a power of attorney, the member is not entitled to any exemption and is subject to full duties and taxes imposed on his household goods/personal effects. If the member is not relocating to the Philippines and is only the spouse and/or children, the UB, HHG and POV can be consigned to the spouse. The spouse of the member must present the following documents to obtain full tax and duty free exemption: 13G Philippine visa obtained from the nearest Philippine Embassy or consulate at the origin, passport spouse and/or member (if requested by Customs), copy of bill of lading and packing list, and a copy of member's travel order (if required by Customs). If a member is not arriving to the Philippines and a power of attorney will be given to a relative(s) or friend(s), the member shall pay the corresponding duties and taxes at BOC. In addition, a member's authorized representative can accept delivery of shipment, but the member has to pay the duties and taxes. The shipment may be declared abandoned and eventually auctioned by BOC if not released within 7 (SEVEN) days from arrival date. Origin TO must instruct and inform the member that it is his/her responsibility to contact the carrier's destination agent and submit the necessary requirements (i.e. original passport and documents for signature) to facilitate clearance of shipment. 3. The ONLY acceptable consignee for non-Embassy member is: Name of Shipper as it appears in the passport and his/her complete address in the Philippines and contact details. NO need to include "C/O Destination Agent" in the consignee box. The destination agent details will be shown at the "Notify Party" box of the BL. (CH 10-JUN-2019 TCJ4-HB RB) 4. All shipping containers must have a shipper's export declaration and packing list. The statement below must be incorporated with the shipper's export declaration and packing list: "This is to certify that I am the



consignor/sender of these items which is a true and correct description of the goods contained in this shipment being sent to the Philippines. I also certify that there are no undeclared, restricted, illegal or banned items, including firearms, ammunition, illegal drugs, combustible goods included in this shipment." PRINT NAMES, DATE, AND SIGNATURE. b. CUSTOMS CLEARANCE

REQUIREMENTS: Members should be counseled all customs entry requirements remain a personal matter between the member and the Philippine Government. The member is responsible for paying Duties, Taxes, AND Demurrage Fees, if/when applicable. HHG shipments may be subjected to a thorough inspection at BOC. Member must be counseled that it is their responsibility to settle ALL port, storage, and demurrage charges incurred to release his shipment. Member must be warned that port, storage, and demurrage charges in the Philippine are expensive. (CH 10-JUN-2019 TCJ4-HB RB) For UB, storage begins on the date of its actual arrival date while HHG and POV begin after six days from arrival to the Port of Manila. Member MUST be counseled that the Embassy is not responsible for their shipment. The Embassy recommends that non-embassy member's shipments MUST arrive after the member's actual arrival to Manila. It is recommended that the Origin TO hold shipment at origin until member initiate a request to forward shipment to Manila.c. DOCUMENTATION/CONSIGNMENT: The origin TO must ensure advance-shipping documents for HHGs and UB is mailed to the carrier's destination agent. The advance documents must include the ocean bill of lading (OBL), air waybill (AWB), government bill of lading (GBL) and packing list. Origin TO must mail the original OBL to the destination agent since this is a mandatory requirement by the shipping lines for all Code 4 shipments. The original OBL for POV MUST be provided to the member, as it is his responsibility to hire an agent to clear his POV. All shipments must be properly declared/described on the AWB and OBL as: "Used Unaccompanied Baggage and Personal Effects", "Used Household Goods and Personal Effects" and full description of vehicle (see paragraph 12.d (1)) for Code 8, Code 4 and POV, respectively. Consignee and description other than above are considered miss-consigned and miss-declared. The agent is required to process an amendment prior to filing entry to BOC. DO NOT CONSOLIDATE HHG and POV into one container. DTI permit for POV needs to be secured prior to shipping (refer to Privately Owned Vehicles, page 4). (CH USTC Pacific J9, 12JUN23, TF). DO NOT CONSOLIDATE SHIPMENT WITH OTHER MEMBERS. (CH 30-Mar-2016 SDDC-PAC RB) d. VISA REQUIREMENTS/PRIVILEGES: American passport holders must have returning residence VISA (13G) stamped to his passport in order to receive full exemption for his shipment provided that it consist of one of each used appliance. Philippine passport holder (returning residents) can avail of Php10,000.00 pesos exemption per passport of each family member provided that each passport holder had stayed outside the Philippines for at least six months. Also, for American passport holders as well as Philippine passport holders, shipment must arrive within 60 days from the member's last arrival into The Philippines to avail of the exemption. (CH 10-JUN-2019 TCJ4-HB RB) These privileges have been approved by the Department of Finance and endorsed to the BOC. All privileges are subject to change without prior notice. Since there are now X-Ray Examinations, containers are no longer opened for physical inspection. X-Ray Examinations reliably spot any prohibited items inside containers. 100% physical examinations are no longer conducted, only boxes near the container door are randomly checked.

Final computation of the duties and taxes after inspection will be established by BOC and the member must pay applicable Duties and Taxes. Also, an Alien Certificate of Registration (ACR) is a MUST requirement if member is shipping a POV to the Philippines. Obtaining a 13G VISA and ACR in Manila is a long process. Suggest that the member contact the nearest Philippine Embassy or Consulate near their area to obtain proper entry requirements to avoid undue hardship.e.

PRIVATELY-OWNED VEHICLES (POVs): 1. Right-hand drive vehicles, whether brand new or used, are STRICTLY PROHIBITED. 2. The importation of a brand-new motor vehicle of all types, including motorcycles no longer requires prior authority to import (PIA). A motor vehicle is

considered brand new when it meets the following criteria: The vehicle is of current or advance year model; it has never been registered or used; and a certificate of first ownership covers it. 3. The importation of used motor vehicles are regulated and requires Prior Import Approval (PIA) from the Fair Trade and Enforcement Bureau (FTED), Department of Trade and Industry (DTI). The PIA is obtained by submitting to the Bureau of Import Service (BIS) a completed application form which may be obtained from the BIS and the following documents authenticated by the nearest Philippines Consulate abroad where the car owner resides: Proof of continuous stay abroad for at least one (1) year; copy of the registration papers showing the vehicle is registered in the owner's name for at least six (6) months; and proof that the vehicle was acquired out of earnings. BIS address: Bureau of Import Services, 3rd Floor, Welding Industries of the Philippines Building, 349 Sen. Gil Puyat Avenue, Makati City, Metro Manila, telephone number (632) 8-896-4431, (632) 8-895-7466 & (632) 8-890-5418. (CH 16-Nov-2020 TCJ9-OH-Pac RB) 4. All imported vehicles whether brand new or used, purchased or donated, is subject to 40 percent customs duty, 12 percent VAT and Ad Valorem Tax from 15 to 100 percent depending on the piston displacement. The book value is sourced from universally accepted vehicle reference books such as: Red Book, Blue Book, or World Book depending on the origin of the imported vehicle. 5. Depreciation of value is accorded to a used imported motor vehicle. The depreciation schedule is 10 percent per year up to a maximum of 50% regardless of the piston displacement. (CH 30-Mar-2016 SDDC-PAC RB) 6. Taxes and duties are subject to change. Inquiry prior to importation can be obtained by writing and providing information about the vehicle such as: make, year model, piston displacement, vehicle identification number (VIN) or chassis number or sending a copy of the certification of registration to: Valuation and Classification Division, Bureau of Customs, South Harbor, Manila, Philippines, telephone number (632) 8-527-4549 or One Stop Processing Center for Motor Vehicle, Manila International Container Port, North Harbor, Manila, Philippines, telephone number (632) 8-245-4101, local 2455(Stalag) and ask for Section 5. 7. Vehicle spare parts sent with POVs are also taxable and are taxed separate from the POV. 8. Member must have the original OBL in hand prior to arranging clearance of his POV. USGBL and OBL MUST reflect the correct consignee (see paragraph 12.a (3). Shipment MUST be properly declared - complete description of the vehicle (make, type, year model, number of doors, engine and serial number, color number of cylinders and piston displacement).f. PETS: There are quarantine and regulatory agency restrictions and conditions on the importation of pets. A health certificate must be obtained at origin prior to importation. The Veterinary Quarantine Officer at the airport/port of disembarkation will require the certificate. The Bureau of Animal Industry (BAI) will detain any pet without a health certificate until cleared. For pet fish(es), in lieu of a health certificate, a prior import permit must be obtained from the Bureau of Fisheries and Aquatic Resources (BFAR), address 860 Arcadia Bldg., Quezon Avenue, Quezon City, Philippines, telephone number (632) 7-372-5048, (632) 7-372-5046 or (632) 7-273-7453. (CH 16-Nov-2020 TCJ9-OH-Pac RB)g. SHIPPER CERTIFICATION: The customer must be counseled by the origin ITO/TMO that the Government of the Philippine Customs/Importation requirements is a personal request by the customer to the Philippines Government. The certification below must be in a memorandum form with one copy given to the customer, one copy retained by the origin ITO/TMO, and a third copy attached to the shipping documents and packing list (DD Form 1299 or DD Form 788) on all shipments."I, (customer's name), certify that I am aware that all customs entry requirements remain a personal matter between me and the Philippine Government. I am, further, aware that my shipment is subject to a thorough inspection. I will pay corresponding duties and taxes as determined by the Bureau of Customs and storage charges my shipment will incur. This extends and applies to, and also covers and includes, all unknown, unforeseen, unanticipated and unsuspected Customs Duties, Taxes, Port Storage and/or Demurrage Charges. I am aware that I am entitled to 90 days of storage in transit, for HHGS and UB, at the carrier's agent warehouse upon release of my shipment from Philippines

Customs. The carrier's agent can assist with customs formalities and will arrange for delivery, perform unpacking, and upon my request will do a one time placement of furniture in my residence, at no cost to me." (CH 08-May-2015 SDDC-PAC RB)h. CLAIMS: Origin ITO/TMO must provide the address of claims officer (NLSO/JAG) to all members at time of counseling and suggest the member obtain a claim packet of information from the origin legal/claims office. Addresses of claims offices are:1. Army - Center for Personnel Claims Support, 50 Third Avenue, Suite 307, Fort Knox, KY 50121. Email: usarmy.knox.hqda-othag.mbx.cpcs@mail.mil2. Air Force - Ph: (937) 656-8044 / 1-877-754-1212, Email: afcsc.ja@us.af.mil3. Navy and Marines - Ph: (757) 440-6315 / 1-888-897-8217, Email: NorfolkClaims@navy.mil, Website: [http://www.jag.navy.mil/organization/code\\_15.htm](http://www.jag.navy.mil/organization/code_15.htm)4. Coast Guard - Ph: (757) 523-6940, Email: fin-smb-hhg@uscg.mil(CH, Claims Section, 10-JUN-2019 TCJ4-HB RB)

### 13. OTHER

No Restrictions Identified.

## General Instructions: PITCAIRN ISLANDS (PN)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No Restrictions Identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No Restrictions Identified.

### 3. CONSUMABLES

No Restrictions Identified.

#### a. ALCOHOLIC BEVERAGES

No Restrictions Identified.

**b. CIGARETTES/TOBACCO PRODUCTS**

No Restrictions Identified.

**c. COSMETICS**

No Restrictions Identified.

**d. FOOD STUFFS AND MEATS**

No Restrictions Identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No Restrictions Identified.

**4. ELECTRICAL EQUIPMENT**

No Restrictions Identified.

**a. HOME COMPUTERS**

No Restrictions Identified.

**b. TVs/VCRs**

No Restrictions Identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No Restrictions Identified.

**5. FURTNITURE, OVERSIZED**

No Restrictions Identified.

**6. PETS/QUARANTINE**

No Restrictions Identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No Restrictions Identified.

**a. HAND GUNS**

No Restrictions Identified.

**b. RIFLES/SHOT GUNS**

No Restrictions Identified.

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No Restrictions Identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No Restrictions Identified.

**b. MOTOR CYCLES/MOPEDS**

No Restrictions Identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No Restrictions Identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No Restrictions Identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No Restrictions Identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No Restrictions Identified.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

No Restrictions Identified.

**b. AMATEUR/HAM RADIOS**

No Restrictions Identified.

**c. MARS EQUIPMENT**

No Restrictions Identified.

d. DISH ANTENNAS

No Restrictions Identified.

e. CORDLESS PHONES

No Restrictions Identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No Restrictions Identified.

13. OTHER

No Restrictions Identified.

## General Instructions: POLAND (PL)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact below: For code 8 shipments please upload copy of orders and picture of passport to clear Polish customs. The EURO Theater CPPSO assumes administrative support for NATO activities in Szczecin, PL (APO AE 09722), Bydgoszcz, PL (APO AE 09743) and 52nd Operations Group, Detachment 1, Lask AB, zip code 98-100 (Polish Postal Code), city of Lodz, Poland. JFTC FLR NRDC Bases in Poland are OTO Rate Areas. EURO Theater CPPSO assumes administrative support for FLR NRDC JFTC NFIU bases in Szczecin, Bydgoszcz, Powidz, Gdansk and 52nd Operations Group, Detachment 1, Lask AB, (Lodz) Poland. Shipments to from CONUS will be processed in DPS using standard Code 4 and Code 8 with rates on file. DO NOT SHIP VIA DPM. DO NOT USE GERMANY (GE) RATES. Shipments HHG and UB between OCONUS and Poland will be processed as OTO Code 4 and Code 8 in DPS. Shipments will be consigned to member or member agent at destination address or unit of assignment. GBL Block 18 should read destination city in Poland. Consign ALL HHGs and UB shipments for DOD Members NOT assigned to American Embassy Consulate Poland to 405th AFSB, Unit 23152, Attn: BASOPS Transportation Division, Kaiserslautern, GE, APO 09054 (WKAS) as the destination installation Block 20. Counseling services, including scheduling pickup and delivery of personal property will be provided by PPPO-SHAPE, Belgium. Instruct customer to contact PPPO-SHAPE, Belgium email: usarmy.benelux.405-afsb-lrc.list.pppo@mail.mil immediately upon arrival at their new duty station. Advance documentation must be sent to WKAS email: usarmy.rheinland-pfalz.405-afsb.mbx.basops-inbound@mail.mil.

NAVY SUPPORT PLAN -POLAND: Shipments consigned to Naval Support Facility (NSF) Redzikowo PL in support of Aegis Ashore Ballistic Missile Defense (AABMD) Navy sponsored personnel ONLY. (1) NAVSUP Fleet Logistics Center - Site Sigonella (FLCSI) Personal Property Shipping Office (PPSO), GBLOC UMNL is responsible for all shipments where the member or employee is Navy and assigned to NSF Redzikowo, Poland. (2) Consign shipments to Navy sponsored service members and Department of Navy Civilians in support of AABMD to NSF Redzikowo, Poland. (3) NSF Redzikowo, Poland is an Administrative HHG Weight Location IAW JTR Administrative Weight Supplement AP-AW-01. See JTR Administrative Weight Supplement for additional details on Navy weight limitations.

(4) NSF Redzikowo, Poland is a One-Time-Only (OTO) rate area. Process shipments as OTO. For UB shipments (600 LBS NET), use Code 8. Submit OTO requests to HQs SDDC Scott Air Force Base, IL via email to SDDC.SAFB.RATES@US.ARMY.MIL. For information on OTO procedures, refer to Chapter VII, ITGBL Rate Solicitation Instructions and the Defense Transportation Regulation (DTR), Part IV. Consign to member at destination in Poland. (5) Annotate PPGBL: Carrier will notify Personal Property Shipping Office (UMNL), U.S. Naval Station Sigonella, Italy, prior to arranging delivery to installation/residence or placing in temporary storage (SIT). (6) Origin J/PPSOs must forward copies of all Navy OTO documentation on Inbound shipments for NSF Redzikowo, Poland to Sigonella PPSO, email: pps0-sigonella@eu.navy.mil., or mail to Personal Property Transportation Officer, ATTN: PPSO, PSC 812 BOX 0019, FPO AE 09627-0001. (7) Customer Service contact information is Commercial: 0039-095-86-9650, DSN: 314-624-9650. Commercial Fax: 0039-095-86-2447, DSN Fax: 314-624-2447. (8) IAW NAVSUP Flash 2016-03, dated 3 MAR 2016. Navy active duty personnel are prohibited from shipping POVs, to include motorcycles, mopeds or scooters, regardless of motorcycle, moped or scooter size to NSF Redzikowo. NOTE: The government will



not pay for any mis-consigned POV shipment to or from NSF Redzikowo in violation of Navy policy.

All return transportation costs for prohibited items shipped or excess weight, are service member's personal financial responsibility. Navy employees on permanent change of station serving 12-months or more, may ship one (1) POV at government expense, when authorized in their order.

DOS arranged moves: Contact GBLOC VDDK USDAO, VDDL American Consulate Krakow)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.The US Embassy in Warsaw and the American Consulate in Krakow cannot process DoD shipments for members not assigned to the Embassy or the Consulate. Marking and shipping instructionsPlease note that it takes 7 - 10 working days for import customs clearance documents for ANY shipment to be processed by the Polish MFA.For incoming HHE and POV via ELSO AntwerpOwner's Name American Embassy Warsaw, Poland Al. Ujazdowskie 29/31, 00-540 Warsaw, Poland; Consigned to American Consulate General ( ELSO ) 147 Noorderlaan Bus 12 A 2030 Antwerp, Belgium; Upon arrival to Warsaw Carrier will notify American Embassy Shipping Unit to arrange Customs Clearance: Phone + 48 22 5042406. Driver should report at Customs Office in Warsaw, 106 Al. Krakowska.For incoming HHE / Equipment directly to WarsawAmerican Embassy Warsaw, Poland Owner's Name, Agency, Section Al. Ujazdowskie 29/31, 00-540 Warsaw, Poland;Upon arrival to Warsaw Carrier will notify American Embassy Shipping Unit to arrange Customs Clearance:Phone + 48 22 504 2406. Driver should report at Customs Office in Warsaw, 106 Al. Krakowska.For incoming UAB / air freight / supplies / personal shipments / courier shipmentsWarsaw International Airport Okęcie Warsaw, Poland Consignee: American Embassy Warsaw, Poland Owner's Name ( Purchase Order Number ), Agency, Section Al. Ujazdowskie 29/31, 00-540 Warsaw, Poland;Upon arrival to Warsaw Carrier will notify American Embassy Shipping Unit to arrange Customs Clearance:Phone + 48 22 504 2406.For incoming HHE / POV / Equipment via the ports of Gdynia or GdanskPort of Gdynia, Poland Owner's Name Consigned to American Embassy Warsaw, Poland General Services Office Al. Ujazdowskie 29/31 00-540 Warsaw, Poland For: Owner's Name, Agency, Section \* C/O C.Hartwig International Spedition ul. Derdowskiego 7 81-369 Gdynia, Poland \* C/O Terramar Sp. z o. o. ul. Rotterdamska 3 81-337 Gdynia \* C/O Agencja Celną MLOG ul. Kwiatkowskiego 60 81-127 Gdynia \* Please designate one agent in Gdynia for services at port Prior to delivery or placing into storage please notify American Embassy Shipping Unit to arrange Customs Clearance: Phone + 48 22 5042406. Driver should report at

Customs Office in Warsaw, 106 Al. Krakowska. PLEASE NOTE: For deliveries of containers at the Embassy compound, we can accept 20' containers only due to space restrictions. GSO Contact Information: Warsaw Kurt Holmgren holmgrenkd@state.gov Tel: +48225042418 FSN Contact Information: Louise Caputa caputala@state.gov Tel: 48-22-5042406 Group Email: None Listed GSO Contact Information: Krakow Jeffrey D. Burnett BurnettJD@state.gov Tel: (48)12 4245187 FSN Contact Information: Krajkowski Marek Krajkowski MC@state.gov Tel: (48)12 424 5130 Group Email: krakowGSO@state.gov

#### a. WEIGHT RESTRICTIONS

NSF Redzikowo, Poland is a weight restricted location IAW JTR Supplement Administrative Household Goods (HHG) Weight Allowance Locations. See Administrative HHG Weight Locations for additional details on assigned Navy personnel restrictions. (a) Navy active duty personnel ONLY: Permanent party, unaccompanied tour members (at least 12 months), are restricted to 600 pounds MAXIMUM, due to reduced size of quarters onboard NSF Redzikowo. NOTE: DO NOT SHIP, APPROVE OR ALLOW UB SHIPMENTS OF MORE THAN 600 LBS NET. NET WEIGHT. (b) Assigned Navy employees serving for 12-months or more, when the Authorizing Official approves in the order, may ship a full JTR household goods allowance (though not recommended due to limited off-base quarters and commercial storage options). Employees should utilize their NTS allowance to the maximum extent possible in lieu of shipping 18,000 pounds.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

Unaccompanied Baggage Applies to Redzikowo, Szczecin, Bydgoszcz and Lodz Poland (1) Code 8 shipments from CONUS or OCONUS going to Poland must remain in SIT at origin due to customs issue. When member arrives in Poland, member must contact the carrier and PPPO and give them the green light to release the UB from storage and ship it to Poland.

(2) Due to local customs regulations in Poland, member is required to be physically present in the country to sign Polish customs form before Code 8 UB can be processed and cleared by customs. For code 8 shipments please upload copy of orders and picture of passport to clear Polish customs.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Poland strictly enforces laws and regulations which prohibit the exportation of all artwork (including paintings and sculptures), china, silver, brass, copper, and crystal which was or may have been produced prior to 9 May 1945. Service members should make a detailed list of all such items (to include the number of boxes in which they are packed) and bring it with them for presentation to the Embassy, GSO, for customs declaration and documentation to avoid difficulty with customs for

free entry and re-exportation. Until Poland joins the EU in May 2004, an Embassy's expeditor will come to your home to take photographs of the items to be added to the import customs clearance paperwork for your consignment. Without customs certification upon arrival of the goods in Poland, anything which may have been made before 1943 cannot be taken out of Poland.HHG: Mail one copy of bill of lading and 2 copies of the packing list to American Embassy (GSO) Warsaw, Department of State, Washington, DC .Form 302 is required to clear European customs please refer to the Ref: United States European Command (USEUCOM), Part V, Chapter 510 (ustranscom.mil)Personal Property: All DoD Personal Property HHG, Unaccompanied Baggage/POV shipments will be cleared via U.S. Forces Form 302. The commercial carrier will provide the CBL, arrival notification with goods number, and supporting shipment documentation to effect Host Nation tax-free clearance.

### 3. CONSUMABLES

The JTR identifies Warsaw, Poland as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR Appendix F during counseling. (CH PPP-POP 3-11-2010) Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs. 18-month tour-1,875 lbs., etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs. 18-month tour-1,875 lbs., etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements restrictions. When undefined or in doubt, the TO TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements restrictions. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

“No restrictions identified.”

#### a. HOME COMPUTERS

“No restrictions identified.” , but they must operate 220V, 50HZ.

#### b. TVs/VCRs

“No restrictions identified.”

#### c. OTHER (i.e. COMPATIBILITY, ETC)

“No restrictions identified.”

### 5. FURTNITURE, OVERSIZED

“No restrictions identified.”

### 6. PETS/QUARANTINE

No quarantine. A current veterinary health certificate and inoculation record (rabies shot), at least 6 weeks but less than 6 months old, is required.

### 7. PRIVATELY OWNED FIREARMS (POF)

DOSThe Embassy requires make, caliber, and serial number of weapon prior to importation. This will facilitate registration of the weapon with the Ministry of Foreign Affairs. It is imperative and required by the Government of Poland that permission for import of any firearms is requested at the Polish Embassy or Consulate of the current country of residence before departure.

DOD“Importation is PROHIBITED.”

#### a. HAND GUNS

DOSThe Embassy requires make, caliber, and serial number of weapon prior to importation. This will facilitate registration of the weapon with the Ministry of Foreign Affairs. It is imperative and required by the Government of Poland that permission for import of any firearms is requested at the Polish Embassy or Consulate of the current country of residence before departure.

DOD“Importation is PROHIBITED.”

#### b. RIFLES/SHOT GUNS

DOSThe Embassy requires make, caliber, and serial number of weapon prior to importation. This will facilitate registration of the weapon with the Ministry of Foreign Affairs. It is imperative and required by the Government of Poland that permission for import of any firearms is requested at the Polish Embassy or Consulate of the current country of residence before departure.

DOD“Importation is PROHIBITED.”

#### c. TOY RELATED GUNS

“Importation is PROHIBITED.”

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

### 8. PRIVATELY OWNED VEHICLES (POVs)

IAW NAVSUP Flash 2016-03, dated 3 MAR 2016. Navy active-duty personnel are prohibited from shipping POVs, to include motorcycles, mopeds or scooters, regardless of motorcycle, moped or scooter size to NSF Redzikowo NOTE: The government will not pay for any mis-consigned POV shipment to or from NSF Redzikowo in violation of Navy policy. Navy employees on permanent change of station serving 12-months or more, may ship one (1) POV at government expense, when authorized in their order. Army PCS, POV needs to be Authorized Shipment at Government Expense on orders. Unless restricted by PPCIG, POVs are routed directly to destinations in Eastern Europe (including Poland and Romania) via GPC Regional Point Moves (RPM). RPMs are shipments that do not involve a VPC at either origin or destination (or both). In case of restrictions, POVs are shipped IAW customers' requirements (i.e., proximity to next PDS or logistic support) to the applicable VPC in Germany.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

See above notes for POVs

#### b. MOTOR CYCLES/MOPEDS

See Notes for POVs

#### c. GASOLINE/CATALYTIC CONVERTERS

In accordance to European and Polish technical requirements all vehicles registered in Poland must be supplied with a catalytic converter. Unleaded gasoline is available throughout Poland.

#### d. INSURANCE AND SAFETY REQUIREMENTS

“No restrictions identified.”

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“No restrictions identified.”

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“No restrictions identified.”

### 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

**a. CBS**

"No restrictions identified." on importation. However, the Polish Government will not give permission for the use of radios in Poland.

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified", but Polish Government will not grant frequency for use.

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Poland should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Poland.

**13. OTHER**

ITGBL Local Agent: PolandPost: Krakow Bureau: EURLocal Agents:2) Move One Relocations sp.z.o.o.ul. Koszykowa 5400-675 Warsaw, Poland POC: Piotr Piekarowicz Tel: 48-22-6308161 Tel: 48-509761217 Email: Piotr.piekarowicz@moveoneinc.com 1) Universal Expressul. Syszkowa 35/3702-285 Warsaw, Poland POC: Kinga Motyka Tel: 48-22-8783500 Email: kinga.motyka@uer.pl Email: renata.bozek@uer.pl 5) AGS Warsaw S.P. ZO.OUI. Julianowska 3705-500 Piaseczno Poland POC: Antonie Duquesnay Tel: 0048 22 702 1072 Cell: 0048 602 258 055 Fax: 0048 22 702 1077 Email: manager-warsaw@agsmovers.com or operations-warsaw@agsmovers.com 3) Gosselin Poland ul. Nowa 23, Stara Iwiczna 05-500 Piaseczno, Warsaw, Poland POC: Piotr Dmowski or Justyna Bak Tel: 48-22-7377200 Email: Piotr@corstjens.pl E-mail justyna@corstjens.pl DTSul. Swiatowa 2202-229 Warszawa POC: Mr. Wojciech Kwiatek Chief Executive Officer Tel. +48 221003006 Mobile: +48508003131 Email: kwiatek@moving.pl

## General Instructions: PORTUGAL (PT)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Responsible GBLOC:WKFS: Lajes Field AB Azores, Portugal: THE APOD FOR MILITARY AIR SHIPMENTS IS "LGS". PLEASE DO NOT USE RMS!!!UNNL: STRIKFORNATO LISBON, PORTUGAL and all locations on mainland PortugalWKFS: Lajes Field AB Azores, PortugalAll service members assigned to Lajes Field AB Azores, Portugal are limited to a HHG shipment of 25% or 2,500 pounds (whichever is greater) of their JTR authorized weight (see JTF 5200-B,5a 5b-1) or an Unaccompanied Baggage shipment IAW AFI 24-501, Attachment 4, table 4.1. All civilian employees assigned to Lajes Field AB are authorized a HHG shipment of 4,500 lbs. No Government housing is available on Lajes Field AB installations. or STRIKFORNATO Lisbon..UNNL: STRIKFORNATO LISBON, PORTUGAL and all locations on mainland Portugal.REGIONALIZATION:Effective date 01 April 2018, PPSO NAVSUP FLCSI ROTA, SPAIN (UNNL) assumed back office functions for STRIKFORNATO LISBON, PORTUGAL (ULNC). All new DOD shipments to Portugal must be consigned to member's command in Portugal and submitted to PPSO NAVSUP FLCSI ROTA, SPAIN (UNNL) for processing.PPPO: STRIKFORNATO LISBON, PORTUGAL – FPO AE 09729:is a Personal Property Counseling Office under UNNL (Rota, Spain). Be sure proper destination base/city is annotated on DD1299 (block 10.a) and on GBL (block 18) respectively.

Email: dario.a.galvao.ln@us.navy.mil Mr. Dario A. Galvao-><- Customs Clearance Officer -><- Senior Customs Border Clearance Agent ->><- Personal Property Officer -><-Mob: +351 96 761 05 23Commercial: +351 21 440 4391 DOS arranged shipments: ULAK AMER EMB,

Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." All service members assigned to Lajes Field AB Azores, Portugal are limited to a HHG shipment of 25% or 2,500 pounds (whichever is greater) of their JTR authorized weight (see JTF 5200-B,5a 5b-1) or an Unaccompanied Baggage shipment IAW AFI 24-501, Attachment 4, table 4.1. All civilian employees



assigned to Lajes Field AB are authorized a HHG shipment of 4,500 lbs. No Government housing is available on Lajes Field AB installations. ALL SHIPMENTS TO/FROM LAJES FIELD AZORES MUST BE SENT CODE T, J OR OTO (Codes T and J). Maximum container dimensions to support movement are 87"L x 48"W x 78"H (1 crate per 463L pallet) or 87"L x 52"W x 56"H (2 crates per 463L Pallet). Contact Lajes Field AB TMO office at DSN: 314-535-3442/1246 if you have any questions. HARD LIFT AREA PORTUGAL ONLY: Hard lift area applies to all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

UNACCOMPANIED BAGGAGE No restrictions identified for PORTUGAL. AZORES ONLY: The following items are recommended to be included in the shipment: conventional cookware (nonelectric), cooking utensils and dishes, seasonal clothing, essential linens/blankets, transistor radio, flashlight or battery operated lanterns, portable TV, iron and ironing board, and items required for health and comfort. It is not recommended to include large furniture items, as all personnel should be prepared to live in dorms in the near future. Storage will not be provided for personal property. DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

Maximum container dimensions to support movement are 87"L x 48"W x 78"H (1 crate per 463L pallet) or 87"L x 52"W x 56"H (2 crates per 463L Pallet)

#### c. HARD LIFT AREA

PORTUGAL ONLY: Hard lift area applies to all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." No restrictions identified for PORTUGAL. AZORES ONLY: The following items are recommended to be included in the shipment conventional cookware (nonelectric), cooking utensils and dishes, seasonal clothing, essential linens blankets, transistor radio, flashlight or battery operated lanterns, portable TV, iron and ironing board, and items required for health and comfort. It is not recommended to include large furniture items, as all personnel should be prepared to live in dorms in the near future. Storage will not be provided for personal property. DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Customs Clearance for Lajes Field Azores Be advised, custom clearance for Lajes Field Azores requires a photocopy of an official government issued identification card to clear a HHG shipment through customs. A recent USAFE legal review confirmed that IAW DoDI 1000.13, Encl 3, Para 2a, photocopying of a government issued identification card is authorized for receiving other military related benefits (e.g. movement of HHGs) by eligible beneficiaries. Not providing the required documentation, including a photocopy of a government issued ID card will result in significant delays in receiving a HHG shipment.

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES



Authorized to ship 2 liters of alcohol per person into Lajes from bases outside of Europe. For shipping alcohol within Europe no restrictions.

#### b. CIGARETTES/TOBACCO PRODUCTS

BOTH PORTUGAL AND AZORES:Shipments of cigarettes tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements restrictions identified.When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified." . Surge suppressor's are recommended for AZORES.

#### b. TVs/VCRs

PORTUGAL ONLY: Televisions and VCRs operate on the European PAL system so North American sets may not work without an adapter. Commercially available DVDs are typically Zone 2, although some specialty stores carry the North American Zone 1. No restrictions identified for AZORES.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

PORTUGAL ONLY:Electrical power in Portugal operates at 220 volts on a cycle of 50 MHz.No restrictions identified for AZORES.

### 5. FURTNITURE, OVERSIZED

PORTUGAL ONLY:No restrictions identified. However, members should be aware that room sizes in Portugal are much smaller than commonly found in the US.AZORES ONLY:Government furnished quarters is available for all personnel (military and DoD civilian employees) assigned to Lajes Field. The furnishings consist of a refrigerator, oven stove, range, washer, dryer,microwave, air conditioner, freezer, dining set, office furniture, entertainment center, end tables, queen size bed, chest and wardrobe, for use during the tour of duty in those bases. Recommend these items not to be shipped to Lajes and kept non-temporary storage (NTS) at origin for the length of the overseas tour. Questions concerning furnishing may be directed to the furnishings office from CONUS

DSN:535-3428, direct from Europe DSN:245-3428.

## 6. PETS/QUARANTINE

PORTUGAL ONLY: Dogs and cats are not subject to quarantine. However, new E.U. regulations came into effect on July 3, 2004. These regulations require dogs and cats entering the E.U. and coming from the United States and most non-E.U. member states be clearly identifiable (microchip or tattoo) and have a health certificate including proof of rabies vaccination obtained no less than 30 days before entry into Portugal, but no more than 120 days. More detailed information is available in the EU webpage at: [http://europa.eu.int/comm/food/animal/live\\_animals/pets/qanda\\_en.htm](http://europa.eu.int/comm/food/animal/live_animals/pets/qanda_en.htm) AZORES ONLY: PETS QUARANTINE Not authorized to ship pets to Lajes, Azores.

## 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED." To Lajes. and Mainland Portugal.

### a. HAND GUNS

"Importation is PROHIBITED." To Lajes. and Mainland Portugal.

### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED." To Lajes. and Mainland Portugal.

### c. TOY RELATED GUNS

"Importation is PROHIBITED." To Lajes. and Mainland Portugal.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED." To Lajes. and Mainland Portugal.

## 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified." To Lajes.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

PORTUGAL ONLY: For members assigned to the American Embassy, refer to record 96-2 (Consignment Guide for GBLOC ULAK). For members assigned to COMSTRIKFORNATO NATO refer to record 96-3 (Consignment Guide for GBLOC ULNC). AZORES ONLY :Recommend shipment of a small or medium well maintained, rust free car. USFORAZ vehicles are inspected through the local Portuguese Vehicle Inspection Center. Vehicles undergo a very stringent inspection process in order to meet host nation inspection requirements. Recommend owners ensure their vehicles are well-maintained and mechanically sound before shipment as parts are difficult to procure. All trucks and non-passenger type vehicles require mirrors to be placed on both the driver and passenger side. Portuguese law requires license plates on both the front and rear of vehicles. License plate holders are often difficult to find.

### b. MOTOR CYCLES/MOPEDS

PORTUGAL ONLY:For members assigned to the American Embassy, refer to record 96-2 (Consignment Guide for GBLOCULAK). For members assigned to COMSTRIKEFORNATO refer to record 96-3 (Consignment Guide forGBLOC ULNC).AZORES ONLY:(1) There are no restrictions on shipment of two-wheeled vehicles. Lack of storage space during the winter months precludes protection of this type vehicle from various weather conditions.(2) All members who desire to ship a motorcycle must have completed motorcycle safety foundation(MSF) hands-on training prior to arrival at Lajes. MSF completion card serves as proof of attendance.Anyone not having this wallet size completion card will not be allowed to register their motorcycle on base.Shipment of motorcycles to Portugal in household goods shipment are authorized. Motorcycle and mopeds are considered POVs for duty-free registration purposes. Unaccompanied members can ship motorcycle in their household goods. Only one vehicle may be registered duty-free. Motorcycles should be packed and crated separately (not required for mopeds) and shipped as HHGs in the number one container. All customs clearance requirements are the same as for POVs. Notify GSO or PPSO/JALLC COMSTRIKEFORNATO. Lisbon. All shipments will be airlifted and members may be subject to excess costs.

### c. GASOLINE/CATALYTIC CONVERTERS

“No restrictions identified.”

### d. INSURANCE AND SAFETY REQUIREMENTS

PORTUGAL ONLY:(1)Full coverage insurance may be obtained locally if required. Although we recommend to the USAA Insurance policy for Portugal.(2)Vehicles must be inspected in Government Approved Inspection Processing Centers, four years after their first registration, on the sixth year, and annually thereafter. Vehicles with dark tinted windows are not authorized in Portugal. Required equipment includes safety-warning triangle. Rear fog light is mandatory. Fines for not holding an inspection certificate range from \$460 to \$2,630 (US).AZORES ONLY:To register a privately owned vehicle (POV), the owner must prove ownership and provide an insurance policy valid in Portugal and obtained from a company with representation in Portugal. Currently the only US insurance companies with a license to sell insurance in the Azores are USAA and Geico Financial Service, there are several Portuguese companies available. Although there are not any restrictions on the type of vehicles that may be imported, some vehicles have an insurance surcharge or are not insurable through the US companies. Suggest members contact their insurance agent.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“No restrictions identified.”

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“No restrictions identified.”

## 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

### a. CBS

PORTUGAL ONLY:Importation is prohibited.AZORES ONLY:There are stringent requirements to install and operate this type of equipment.Approval may be denied by the Portuguese Government.

**b. AMATEUR/HAM RADIOS**

"No restrictions identified." for Portugal .AZORES ONLY: There are stringent requirements to install and operate this type of equipment. Approval may be denied by the Portuguese Government.

**c. MARS EQUIPMENT**

"No restrictions identified." for PORTUGAL.AZORES ONLY: There are stringent requirements to install and operate this type of equipment. Approval may be denied by the Portuguese Government.

**d. DISH ANTENNAS**

"No restrictions identified." for PORTUGAL.AZORES ONLY:T here are stringent requirements to install and operate this type of equipment. Approval may be denied by the Portuguese Government.

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

PORTUGAL ONLY:For members assigned to the American Embassy, refer to record 96-2 (Consignment Guide for GBLOCULAK). For members assigned to COMSTRIKEFORNATO refer to record 96-3 (Consignment Guide forGBLOC ULNC).AZORES ONLY:(1) There are no restrictions on shipment of two-wheeled vehicles. Lack of storage space during the winter months precludes protection of this type vehicle from various weather conditions.(2) All members who desire to ship a motorcycle must have completed motorcycle safety foundation(MSF) hands-on training prior to arrival at Lajes. MSF completion card serves as proof of attendance.Anyone not having this wallet size completion card will not be allowed to register their motorcycle on base.Shipment of motorcycles to Portugal in household goods shipment are authorized. Motorcycle and mopeds are considered POVs for duty-free registration purposes. Unaccompanied members can ship a motorcycle in their household goods. Only one vehicle may be registered duty-free. Motorcycles should be packed and crated separately (not required for mopeds) and shipped as HHGs in the number one container. All customs clearance requirements are the same as for POVs. Notify GSO or ITO Joint Command Lisbon/NATO. All shipments will be airlifted and members may be subject to excess costs.

**13. OTHER**

## General Instructions: PUERTO RICO (PR)

### 1. SHIPMENT INSTRUCTIONS

SEE GBLOC: CNNQ FOR SHIPPING INSTRUCTIONS OTHER DEPENDENT ENTRY APPROVALS:

Please advise Military members to arrange for temporary lodging before requesting dependent entry approval. The telephone # for El Caney Lodge in Fort Buchanan, P.R. is 787-707-3633 or DSN 740-3633.

#### a. WEIGHT RESTRICTIONS

Army personnel: Full JFTR allowance is authorized for accompanied members. Civilians with PCS and transportation agreement are authorized full JTR (Unless limited in PCS orders.) NOTE 1: Housing units in the local economy are generally smaller than government quarters on base. NOTE 2: All housing units on post are equipped with a refrigerator, washer/dryer and kitchen stove.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

Currently Code 8 is the only authorized mode of transportation.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No Restrictions Identified.

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages in HHG's or DPM baggage is prohibited by 27 USC & 122 Code.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No Restrictions Identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

Please advise member most local economy housing will not accommodate oversize furniture.

### 6. PETS/QUARANTINE

a. Animals authorized to be kept as pets in the family housing area are limited to common household pets, i.e., cats, dogs, and other small indoor animals. b. If shipping a pet, contact the airline to get complete information including layovers, pet-care facilities, and cost. c. Veterinary services are available at cost on Fort Buchanan. Advise member to call 787-707-2038 before shipping pets to get current entry requirements.

### 7. PRIVATELY OWNED FIREARMS (POF)

a. Personnel shipping firearms in Unaccompanied baggage or HHG's to Puerto Rico should be made aware of the provisions of the "Weapons Law of Puerto Rico." The mere possession of a firearm without a license issued by the Chief of Police of Puerto Rico is a crime punishable as a misdemeanor. The bearing, carrying, or transporting of a firearm without a second license issued by a judge of a superior court of Puerto Rico is a crime punishable as a felony. b. When a shipment of unaccompanied baggage or household goods containing firearms arrives in Puerto Rico, the firearms will be impounded at the agent's warehouse in the presence of the member by a representative of the Police Department. Shipping firearms to Puerto Rico can and will create delivery, warehousing and port clearance delays. Firearms may not be retrieved from Police Headquarters until proper authorization to possess the weapon is granted. Authorizations will take approximately six months to a year and will normally be granted for target shooting. No advance authorizations are granted by local government. Any storage fees are the member's responsibility. We strongly recommend weapons be stored in NTS for the duration of tour in Puerto Rico. c. To facilitate identification of shipments including firearms, such items should be specifically listed on the descriptive inventory and shipping documents (PPGBLS/TCMDS). POF's should be packed in

container number one (1) to expedite shipment processing and inspection by local government authorities.

#### a. HAND GUNS

No Restrictions Identified.

#### b. RIFLES/SHOT GUNS

No Restrictions Identified.

#### c. TOY RELATED GUNS

No Restrictions Identified.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No Restrictions Identified.

### 8. PRIVATELY OWNED VEHICLES (POVs)

SHIPMENT OF POV'S SUBJECT TO DOD DISCIPLINARY ACTION, A TREASURY DEPARTMENT FINE, AND/OR PROSECUTION BY THE COMMONWEALTH DEPARTMENT OF JUSTICE FOR VIOLATION OF EXCISE TAX LAWS, AMONG OTHERS. (1) ONLY ONE MOTORIZED VEHICLE EITHER TWO OR FOUR-WHEELED, CAN BE IMPORTED TAX-FREE FOR MILITARY OR DOD CIVILIANS UNDER PCS ORDERS, UNLESS BOTH MEMBERS OF THE FAMILY ARE SERVICE MEMBERS, PROVIDED INDIVIDUAL DOES NOT SELL THE SAME POV AFTER ARRIVAL. IF A SALE OF SUBJECT POV IS MADE, TAXES MUST BE PAID PRIOR TO COMMONWEALTH TITLE TRANSFER.(2) ALL POV SHIPMENTS TO PUERTO RICO ARE TO BE CONSIGNED TO RODI CARGO/ VPC, CAROLINA, PUERTO RICO. FOR STATUS ON YOUR VEHICLE CONTACT THEM AT 787-979-6888, EMAIL: PUERTORICO.VPC.MGR@IALPOV.US , ON THE INTERNET VISIT [www.pcsmypov.com](http://www.pcsmypov.com), or download the APP - PCSMYPOV. (3) SEE ADDITIONAL POV SHIPPING INSTRUCTIONS BELOW

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) Service members or DOD civilians are not authorized to import more than one (1) POV on the same set of orders. Shipment of second POV is at member's expense. This is subject to DOD disciplinary action, a Treasury Department fine, and/or prosecution by the Commonwealth Department of Justice for violation of excise tax laws, among others. Only one (1) motorized vehicle either two or four-wheeled, can be imported tax-free for military or DOD civilians under PCS orders, unless both members of the family are service members, provided individual does not sell the same POV after arrival. If a sale of subject POV is made, taxes must be paid prior to Commonwealth title transfer. (2) All POV shipments to Puerto Rico are to be consigned to RODI CARGO/VPC Carolina, Puerto Rico. For status on your vehicle contact them at 787-979-6888, email: [PUERTORICO.VPC.MGR@IALPOV.US](mailto:PUERTORICO.VPC.MGR@IALPOV.US), on the internet visit [www.pcsmypov.com](http://www.pcsmypov.com) or through the APP - PCSMYPOV. The following documents are required when picking up your POV, plus additional POV information. (a) A copy of the orders (b) ID card (c) Registration or title (d) Copy of DD Form 788 (e) Social Security Card. (original and Copy) (3) Abandonment fees will have to be paid 90 days after members arrival. Account will transfer over to a commercial account. An extension of up to six months may be granted in unusual cases. Local government fine will have to be paid after 30 days if vehicle is not removed

from VPC. (4) Excise taxes will have to be paid prior to release of vehicle. The excise tax must be paid by members not exempt under paragraph 8a(1) before the motor vehicle is moved from the Vehicle Processing Center. The Commonwealth of Puerto Rico excepts only one (1) vehicle per Active duty Service member or authorized DOD Civilian from excise tax. RETIRES AND SEPERATES DO NOT HAVE ANY TAX EXEMPTIONS IN SHIPMENT OF POV'S INCLUDING MOTORCLES. Member may ship motorcycle as part of HHG Shipment. (a) These taxes are based on the "Black Book" value of all new and used cars imported into the island. Payment of the Taxes need to be completed prior to delivery to the owner. Estimated payment amount and payment process needs to be verified under Hacienda Local Tax office site. (<https://www.suri.hacienda.pr.gov>). (b) There is a minimum tax of \$750.00 if the book value of the car is \$5,844.00 or less. (c) Book value from \$5,844.00 up to \$10,130.00, tax is \$750.00 plus 13% of the excess over \$5,844.00. (d) Book value from \$10,130.00 up to \$20,260.00, tax is \$1,307.00 plus 25% of the excess over the \$10,130.00. (e) Book value from \$20,260.00 to \$42,546.00, tax is \$3,840.00 plus 40% of the excess over \$20,260.00.

(f) Book Value over \$42,546.00, tax is 30% of value. (g) Multiple use vehicles, such as SUV's, 4X4, "Minivans", pay 13% provided the Black Book cost does not exceed \$20,000.00. If it does, the tax is \$2,600.00 plus 20% of the excess over \$20,000.00. (h) Tax information is provided by the Commonwealth Tax Bureau (Hacienda). It is highly recommended that prior to taxable POV shipment, the decision-making individuals double-check with Hacienda on the tax due. Call Hacienda at (787) 721-2020 before release of any imported taxable POV from the SDDC Terminal San Juan, PR. This does not apply to members with authorized shipment of POV.

## b. MOTOR CYCLES/MOPEDS

Mopeds or motorcycles shipped as HHG's must be packed separately from other HHG's since they must be cleared by the Puerto Rico Tax Authority. The service member or DoD employee will have to pay an excise tax of 6.6% of the vehicle's book value before shipment can be cleared for delivery.

## c. GASOLINE/CATALYTIC CONVERTERS

Regular and premium unleaded gasoline and diesel fuel are available in Puerto Rico.

## d. INSURANCE AND SAFETY REQUIREMENTS

(1) ACA A sticker, can be purchased at any tax office (Colecturia). All motor vehicles are required to have Puerto Rico Medical Liability Insurance, called "ACA A" at a cost of \$35.00 per year. No vehicle is released to the owner until this fee is paid. In addition to the ACA A, each vehicle must have a mandatory liability insurance (Seguro compulsorio) that costs \$99.00-\$150.00 (depending on vehicle model) a year. (2) The owner must get plates and registration sticker and safety inspection within 72 hours of the individual picking up the vehicle.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

## 11. TRANSMITTING EQUIPMENT



No Restrictions Identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

a. Storage-in-transit (SIT) for retirees/separates shipping personal property into Puerto Rico must be used at origin. SIT at destination will not be authorized beyond 180 days except for emergency circumstances beyond the control of the member. After 180 days, storage will be converted to member's expense. b. All DD 1299's MUST include in blocks 8.g and 8.h current in transit telephone number and mailing address. Members need to be reminded of the requirement to contact the personal property office immediately upon arrival in the area. c. An OTO is required for direct shipments into the Carribean Islands of: Anguilla, Antigua, Aruba, Bahamas, Barbados, Bermuda, Caymen Islands, Curacao, Dominica, Grenada, Guadolope, Guyana, Haiti, Jamaica, Martinique, Montserrat, St. Barthelemy, St. Eustatius, St. Kitts and Nevis, St. Lucia, St. Martin, St. Vincent, Trinidad and Tabago, and Tortola. Do not ship HHG's into Puerto Rico for further transfer. Please advise all members, any and all customs requirements for local taxes and awareness of local firearms laws and requirements for permits, etc., will be the responsibility of the member. All shipments with the destination of any of the above islands must be routed through the "OTO" system. Annotate your ITGBL, block 18, to the specific island desired. Annotate block 20 with ORAK/WF3HBO DOL, Transportation Division, 218 Brook Street, Fort Buchanan, PR 00923.

(1) Please be aware the TOPS computer system will not correctly route OTO shipments. Do not send the shipment directly to Puerto Rico because it will take an OTO to re-route it to its destination. (2) If any questions arise when processing a member to one of the above, please call the transportation officer in Fort Buchanan, at DSN: 740-4003, comm.: 787-707-4003, FAX 787-707-3007. Telephone calls are much cheaper than misrouted shipments. d. Ensure retirees, separatees and members shipping designated location shipments to Puerto Rico, are thoroughly counseled on excise tax information. Please refer to: 14.a.(1).

**13. OTHER**

a. EXCISE TAX INFORMATION: (1) Only DoD civilians and US military who have PCS orders to Puerto Rico will be exempt from Puerto Rico excise tax. Personal property of all other service members, DOD civilians and dependents, which is imported into Puerto Rico, will be subject to the excise tax. Service members transferring to a Duty Station not in Puerto Rico, and elect to transfer dependents to Puerto Rico are subject to the excise tax. The tax must be paid prior to scheduling the property for delivery to the member. (2) The Excise Tax on personal property is 6.6% of the appraised value of the taxable items. The tax on motor vehicles may be from fourteen (14) to eighty-five (85) percent of the vehicle's taxable price in Puerto Rico. (3) To obtain Puerto Rico excise tax exemption, the service member or civilian employee must present Puerto Rico tax authorities with his/her ID card, copies of PCS orders, and in the case of motor vehicles, the corresponding title registration documents, and DD 788 POV shipping/inspection documents. Generally, military members and civilian employees entitled to excise tax exemption will be cleared through the tax office by the carrier's agent or DPM contractor. (4) Motorcycles, mopeds, personal watercrafts, boats and mobile homes shipped to Puerto Rico under any type of orders are subject to an excise tax of 6.6% of the item's book value. The Puerto Rico Tax Authority will not clear the shipment for delivery until taxes are paid in full.

b. PLEASURE BOATS: Pleasure boats are authorized to be imported into Puerto Rico as household goods. Upon introduction into the Commonwealth of Puerto Rico, boats are subject to an excise tax of 6.6%. Boat owners must have in their possession a valid state registration and a bill of sale. Lack of these documents will cause undue delays in the turnover of the boat and costly storage fees.

## General Instructions: QATAR (QA)

### 1. SHIPMENT INSTRUCTIONS

DOD ARRANGED MOVES GBLOC:(WKFS 86 LRS CPPSO-Kaiserslautern.)IMPORTANT: GBLOC WKFS is the responsible GBLOC for all DOD Movements to Qatar.GBLOC OFAK Is no longer active. Do not consign shipments GBLOC OFAK. Personnel assigned to Al Udeid: Consign to WKFS:All shipments destined for Al Udeid AB, QA must be consigned under the GBLOC: WKFS. In order to get the proper routing in DPS, Customers/ counselors navigating within counseling module, must select "Dakhira, Qatar"(Do not select "Al Udeid")IMPORTANT: All unaccompanied baggage and household goods shipments destined for Al-Udeid AB, QA members MUST provide a copy of their passport or Common Access Card (front and back). These documents are REQUIRED to clear your shipment into the country through Qatari Customs. Without these documents, the shipment will be placed into Customs storage at the members' expense. E-mail all supporting documents to the following email: 379elrs.lgrdappersonalproperty@auab.afcent.af.mil a. DOS ARRANGED MOVESDepartment of Defense (DoD) and U.S. Coast Guard (USCG) personnel assigned official duty to a Diplomatic assignment under Chief of Missions and classified as Permanent personnel or Temporary Duty personnel in excess of 90 days, are authorized shipment of Household Goods TDY weight allowance using Department of State (DoS) transportation service IAW Defense Transportation Regulation, Part IV, Appendix F. Upon completion of the following actions, member employee must be advised to coordinate pickup and delivery directly with DoS Transportation. DoD and USCG PPO PPSOs shall follow these Instructions.a. Ensure member employee are counseled within the Defense Personal Property System (DPS) IAW JTR entitlements and Service regulations. Counseling must be documented using DD Form 1797.b. Ensure DD Form 1299s are accomplished for each shipment and contains the following statement in the REMARKS Block Department of State Managed Shipment. NOTE: This can be accomplished by using the additional information field c. Submit DD Form 1299, DD Form 1797 and a copy of service member employee orders via e-mail fax to U.S. Department of State Transportation and Travel Management Division, Phone: 1-800-424-2947 or 202-663-0891 0892, FAX: (202) 663-3209, E-mail: DODPP@STATE.GOV.d. After submission of required documents to DOS, place DPS shipment(s) in a CANCELLED status.GSO Contact Information:DohaDimitry Medvedev medvedevd@state.gov+974-4496-9794FSN Contact Information:Jaffer Muruchandy;Fawzi Al Fa muruchandyJJ@state.gov;AlFaqeehFH@state.gov+974-4496-6035;+974 4496-67Group Email:Dohashipping@state.gov. OTHER: DO NOT ROUTE PERSONAL PROPERTY SHIPMENTS THROUGH CAMP DOHA, KUWAIT. ATTENTION: For all unaccompanied baggage and household goods shipments consigned to Camp As Sayliyah and Al-Udeid AB, member MUST provide a copy of their passport and ID card. These documents are REQUIRED to clear your shipment into the country. If the shipment arrives without these documents, your shipment will be placed into Customs storage at member's expense.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments:"In accordance with the Joint Travel Regulations." Army personnel: Full JTR allowance is authorized for accompanied members. Civilians with PCS and transportation agreement are authorized full JTR (Unless limited in PCS orders.) NOTE 1: Housing units in the local economy are generally smaller than government quarters on base. NOTE 2: All housing units on post are equipped with a refrigerator, washer dryer and kitchen stove.Air Force personnel: Air Force personnel accompanied are authorized 25 % of full JTR weight allowance or 2,500 lbs

whichever is greater in accordance with 24-602v4 Table A3.1 Rule 4 and unaccompanied baggage. Quarters are fully furnished, its recommended personnel only ship items needed during their tour as no storage facilities exist. Unaccompanied personnel are limited to UB allowance as identified in AFI 24-602v4 Table A4.1. Unaccompanied Permanent party members should only ship necessary items as living quarters are fully furnished, E-6 and below may have a roommate and no storage facilities are authorized or exist. Do not Ship Sappi Plates in UB. DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." Currently Code 8 is the only authorized mode of transportation. DOS arranged shipments: Contact DOS.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Government bill of lading is required on all personal property shipments. Send advance PPGBL to TO ARCENT-Qatar, Doha, Qatar. Provide airway bill (AWB) number, PPGLB number. UB must be declared: Used Personal Effects for Personal; on AWB and PPGBL. All inbound shipments are subject to a cursory inspection by Qatar Customs Officials. All carrier agents in CONUS must use the Special Solicitation carrier that HQ SDDC has determined as Best value for Qatar to avoid UB being stuck in customs warehouse for a long time and to avoid this transportation office having to go through extensive clearing procedures at customs warehouse. For shipments being sent to the U.S. Embassy, Doha, Qatar, send advance documentation, PPGBL, Airway bill (AWB), to GSO, Shipping Unit, U.S. Embassy, Doha, Qatar APO AE 09898.

## 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"Importation is PROHIBITED."

#### b. CIGARETTES/TOBACCO PRODUCTS

"Importation is PROHIBITED."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

Pork in all of its forms and all products derived from swine are prohibited.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

Unless prescribed by physician, narcotics, stimulants and hallucinogenic substances are prohibited.

**4. ELECTRICAL EQUIPMENT**

“No restrictions identified.”

**a. HOME COMPUTERS**

“No restrictions identified.”

**b. TVs/VCRs**

“No restrictions identified.”

**c. OTHER (i.e. COMPATIBILITY, ETC)**

“No restrictions identified.”

**5. FURTNITURE, OVERSIZED**

“Importation is PROHIBITED.”

**6. PETS/QUARANTINE**

Dogs and cats may be brought to Qatar with a veterinary certificate of good health and rabies vaccination. It must be issued no less than 30 days prior to date of entry. For current information on importation of others animals write to the Embassy Administrative Section. Advance Permission is required on pet shipments to U.S. Embassy, Doha, Qatar. Dogs and cats may be brought to Qatar with a veterinary certificate of good health and rabies vaccination. Send both certificates to GSO, Shipping Unit, U.S. Embassy, Doha, Qatar APO AE 09898 for advance permission. It must be issued no less than 30 days prior to date of entry. For current information on importation of animals write to CLO office. Shipment of Pet Foods is not authorized unless there is a VET Certificate that accompanies the shipment. In order to include pet food in a member shipment they will need a valid VET statement authorizing them to import the shipment into the country. When shipments arrive they are x-rayed at the airport and if pet food is found the Qatari custom will require a VET certificate.

**7. PRIVATELY OWNED FIREARMS (POF)**

“Importation is PROHIBITED.”

**a. HAND GUNS**

“Importation is PROHIBITED.”

**b. RIFLES/SHOT GUNS**

“Importation is PROHIBITED.”

**c. TOY RELATED GUNS**

“Importation is PROHIBITED.”

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

“Importation is PROHIBITED.”

**8. PRIVATELY OWNED VEHICLES (POVs)**

SPECIAL NOTE CONCERNING ELECTRIC VEHICLES: Import of electric vehicles requires approval prior to shipping from the Ministry of Foreign Affairs, Ministry of Business and Trade, and Ministry of Municipality and Environment. Additionally, GSO does not recommend shipping electric vehicles to Doha due to lack of availability of public charging stations and maintenance facilities and due to the harsh desert climate and extreme summer temperatures. Effective immediately, POV shipments destined to Qatar will have one POV per container. This change is required to assist with the logistics for meeting Qatari Customs and Port restrictions. Please use prudent judgment when requesting the appropriate container size for POV shipments destined to Qatar. Accompanied tours for active duty and DOD Civilian are authorized shipment of POVs. Qatar forbids the importation of Right-hand drive vehicles. Vehicles with dark tinted glass. Vehicles manufactured more than five years ago. Qatar Customs is now requiring all POV shipments to have verified VIN numbers on all documentation provided by VPC; VINs snapshots from both windshield and door are now required along with backing vehicles into shipping containers. Again, this process has changed a bit over the past several months with arrival of new Qatari Customs Officials. Air Force Personnel Assigned to Al-Udeid AB POVs are NOT authorized for unaccompanied personnel in Qatar. PCS personnel serving at least 24-month tours, command sponsored, residing off post are the only service members authorized to bring POVs. Field grade officers and E-9 and above serving a 24-month tour (Command sponsored) residing off-post are authorized to bring a POV. Accompanied tours for active duty and DOD Civilian are authorized shipment of POVs. Accompanied. unaccompanied 24-month tours being served by Active duty SMS and at least 12-month tours for DOD civilians are authorized to ship vehicles. Vehicle shipments are authorized if the SM originally had Command Sponsored A accompanied tour, but opted to change orders to unaccompanied to prevent bringing their dependents to Doha due to unforeseen circumstances. In addition, shipment of vehicles will depend on the position the Active Duty Service member or the DOD Civilian are filling while assigned to Camp As Sayliyah or Al-Udeid AB.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

SPECIAL NOTE CONCERNING ELECTRIC VEHICLES: Import of electric vehicles requires approval prior to shipping from the Ministry of Foreign Affairs, Ministry of Business and Trade, and Ministry of Municipality and Environment. Additionally, GSO does not recommend shipping electric vehicles to Doha due to lack of availability of public charging stations and maintenance facilities and due to the harsh desert climate and extreme summer temperatures. For vehicles being shipped to the U.S. Embassy: Provide U.S. Embassy, Doha, Qatar the original bill of lading and commercial invoice for customs clearance purpose. Consign to American Embassy, Doha, Qatar, member full name. Furnish vehicle details such as make, year, color, model and VIN. Original Ocean Carrier bill of lading should be forwarded to the American Embassy, Doha, Qatar.

**b. MOTOR CYCLES/MOPEDS**

Prohibited from shipment. U.S. Military and DoD civilian personnel assigned or attached to Al-Udeid AB are not authorized to operate motorcycles, motorized scooters, battery-operated scooters, hands-free Segway scooters, smart boards, power boards, or "Hover boards" on or off

AUAB.

### c. GASOLINE/CATALYTIC CONVERTERS

a. For Embassy POV shipments, provide U.S. Embassy, Doha, Qatar the original bill of lading and commercial invoice for customs clearance purpose.

### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is PROHIBITED."

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Requires special permission to import.

## 11. TRANSMITTING EQUIPMENT

Voltage in Qatar is 240 Volts, 50 cycle. This should be taken into consideration when shipping appliances. Limited transformers are available.

### a. CBS

"Importation is PROHIBITED."

### b. AMATEUR/HAM RADIOS

"No restrictions identified."

### c. MARS EQUIPMENT

"Importation is PROHIBITED."

### d. DISH ANTENNAS

"No restrictions identified."

### e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Qatar should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Qatar.

### 13. OTHER

SPECIFICALLY RESTRICTED ARTICLES INCLUDE: The following items are prohibited: Handcuffs Military issued batons Ammo Clips Gun Parts Hunting Knives Swords (Display or Non-display) Any War Trophies Any parts of Military Weapons Any Vehicles Parts Police Zip Ties Sappi Plate Night Vision Goggles Laser Pointers Camera Glasses Spy Sun Glasses (All Makes and Models)ITGBL Agents:Country: QatarPost: Doha Bureau: NEALocal Agents:1) Writer RelocationsPO Box 37846, Doha, State of QatarTel: +974-4468 4046/ 4468 1661Fax: +974 44684746Mobile: +974 55861881POC: Farzad Patel,Country ManagerEmail: farzad.patel@writercorporation.comWebsite: www.writercorporation.com2) Swift Freight ServicesP.O. Box 22303Doha, QatarPOC: Asif HasanTel: 974 4460 4815Fax: 974 4460 4534Email: swiftintl@qatar.net.qa3) GAC Qatar W.L.L.,P.O. Box 6534,Doha – QatarTel: +974 -44205600Fax: +974-44205601POC: Seema JohnE-Mail: seema.john@gac.comMoving.qatar@gac.com4)AGS QatarAl Muthanza, Doha, QatarTel: +974 4038 4540 Cell: +974 3089 0988POC: Ashley Luff (General Manager)Email: ashley.luff@ags-globalsolutions.com.www.ags-globalsolutions.com5)BCC Logistics P. O. Box14043 Tel: +97444443436/7/8 Ext :118 Mob: +97455993363Fax. +974 44443430POC: Jad Daccache Head ofRelocation Department Email:jad.daccache@bcclogistics.com -www.bcclogistics.com



## General Instructions: REUNION (RE)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged moves: Contact DOS."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

"No restrictions identified."

### 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

#### a. HAND GUNS

"Importation is PROHIBITED."

#### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"Importation is PROHIBITED."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"Importation is PROHIBITED."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"Importation is PROHIBITED."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Reunion should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Reunion.

**13. OTHER**

None.

## General Instructions: ROMANIA (RO)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany. UMNL NAS Sigonella, WFFS 86 LRS CPPSO) GERMANY (GE). Shipments will be OTO consigned to member or member's agent at destination address or unit of assignment. Refer to GBLOC WKFS for further instructions. ALL MILITARY SERVICES EXCEPT NAVY TO DEVESELU :1. Consign All HHG and UB shipments destined for Romania (i.e. DET 8, Mihail Kogalniceau AB, APO 09749 and NATO Force Integration Unit/NFIU-Romania APO Bucharest, Romania) for member's not assigned to the American Embassy/Consulate Romania to 435 LRS, CPPSO-Kaiserslautern, GE as the destination installation in Block 20. GBL Block 18 should read Bucharest, Romania. DO NOT SHIP VIA DPM. DO NOT USE RATES FOR GERMANY (GE). Shipments will be OTO consigned to member or member's agent at destination address or unit of assignment. Refer to GBLOC WKFS for further instructions. Annotate PPGBL in 'REMARKS' Section: "Carrier will notify CPPSO Kaiserslautern, Germany, at DSN 489-7727/7728 or commercial at 0049-631-536-7727/7728, prior to delivery to residence or placing in SIT." NAVY SUPPORT PLAN – ROMANIA: Shipments consigned to Naval Support Facility (NSF) Deveselu RO in support of Aegis Ashore Ballistic Missile Defense (AABMD) for Navy sponsored personnel ONLY. (1) NAVSUP Fleet Logistics Center - Site Sigonella (FLCSI) Personal Property Shipping Office (PPSO), GBLOC UMNL is responsible for all shipments where the member or employee is Navy and assigned to NSF Deveselu, Romania. (2) Consign shipments for all Navy sponsored service members and Department of Navy Civilians in support of AABMD to NSF Deveselu, Romania. (3) NSF Deveselu, Romania is an Administrative HHG Weight Location IAW JTR Administrative Weight Supplement. See JTR Administrative Household Goods (HHG) Weight Allowance Locations for additional details on Navy weight limitations. (4) NSF Deveselu, Romania is a One-Time-Only (OTO) rate area. Process shipments as OTO. For UB shipments (600 LBS NET), use Code 8. Submit OTO requests to HQs SDDC Scott Air Force Base, IL via email to SDDC.SAFB.RATES@US.ARMY.MIL. For information on OTO procedures, refer to Chapter VII, ITGBL Rate Solicitation Instructions and the Defense Transportation Regulation (DTR), Part IV. Consign to member at destination in Poland. (5) Annotate PPGBL: Carrier will notify Personal Property Shipping Office (UMNL), U.S. Naval Station Sigonella, Italy, prior to arranging delivery to installation/residence or placing in temporary storage (SIT). (6) Origin J/PPSOs must forward copies of all Navy OTO documentation on Inbound shipments for NSF Deveselu, Romania to Sigonella PPSO, email: pps0-sigonella@eu.navy.mil., or mail to Personal Property Transportation Officer, ATTN: PPSO, PSC 812 BOX 0019, FPO AE 09627-0001. (7) Customer Service contact information is Commercial: 0039-095-86-9650, DSN: 314-624-9650. Commercial Fax: 0039-095-86-2447, DSN Fax: 314-624-2447. (8) IAW NAVSUP Flash 2014-06, dated 22 Aug 2014. Navy active duty personnel are prohibited from shipping POVs, to include motorcycles, mopeds or scooters, regardless of motorcycle, moped or scooter size to NSF Deveselu. NOTE: The government will not pay for any mis-consigned POV shipment to or from NSF Deveselu in violation of Navy policy. All return transportation costs for prohibited items shipped or excess weight, are service member's personal financial responsibility. Navy employees on permanent change of station serving 12-months or more, may ship one (1) POV at government expense, when authorized in their order.

Department of State Consignment ( GBLOC: VPKD USDAO)"Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90

days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. 4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Bucharest Ravindra Srivastava SrivastavaRM@state.gov. Tel: +40-21-200-3667 FSN Contact Information: Nicolae Dumitru NicolaeD@state.gov. Tel: 40 21 200 3584; +40-021-Group Email: BucharestGSOShipping1@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." NSF Deveselu, Romania is a weight restricted location IAW JTR Supplement Administrative Household Goods (HHG) Weight Allowance Locations. See Administrative HHG Weight Locations for additional details on assigned Navy personnel restrictions. (a) Navy active duty personnel ONLY: Permanent party, unaccompanied tour members (at least 12 months), are restricted to 600 pounds MAXIMUM, due to reduced size of quarters onboard NSF Deveselu. NOTE: DO NOT APPROVE OR ALLOW UB SHIPMENTS OF MORE THAN 600 LBS NET WEIGHT. (b) Assigned Navy employees serving for 12-months or more, when the Authorizing Official approves in the order, may ship a full JTR household goods allowance (though not recommended due to limited off-base quarters and commercial storage options). Employees should utilize their NTS allowance to the maximum extent possible in lieu of shipping 18,000 pounds. DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOS arranged shipments: Contact DOS. DOD arranged shipments: "In accordance with the Joint Travel Regulations."

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Copies of all shipping documents and inventories should be sent to the Defense Attache Office immediately after pickup of items. Inventories are necessary for preparing customs documents and substantial delays may be encountered if documents are not received ahead of delivery.

### 3. CONSUMABLES

The JFTR/JTR identifies Bucharest, Romania as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010)1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.B. Civilian Employee1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Can be imported in personal property. Limit is 50 litres for beverages over 22 degrees alcohol content.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

PAL TV needed for reception of cable programming.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

Voltage is 220, 50 hrz.

## 5. FURTNITURE, OVERSIZED

"No restrictions identified."

## 6. PETS/QUARANTINE

Current health certificates/ immunization records are required.

## 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

### a. HAND GUNS

"Importation is PROHIBITED."

### b. RIFLES/SHOT GUNS

Unloaded hunting rifles and shotguns are permitted to be imported in household shipment only. Approval of the Ambassador is required prior to shipping. Formal written requests, to include type of weapon(s) and serial number(s) should be sent to the Defense Attache Office for proper coordination through Embassy channels.

### c. TOY RELATED GUNS

"No restrictions identified."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

IAW NAVSUP Flash 2014-06, dated 22 Aug 2014 Navy active duty personnel are prohibited from shipping any type of Privately Owned Vehicles, motorcycles, mopeds or scooters, regardless of motorcycle, moped or scooter size to NSF Deveselu, Romania. All return transportation or storage costs for unauthorized shipped items or excess weight shipped are the service member's personal financial responsibility. Navy employees, when authorized in their order may ship one (1) POV at government expense. Motorcycles, mopeds and scooters, when POV shipment is authorized, may be shipped in personal property shipment not to exceed JTR maximum weight allowance. Although Romania considers mopeds, scooters, and motorcycles as POVs, they may be imported duty free in household goods even if the employee also ships an automobile at government expense. Army PCS, POV needs to be Authorized Shipment at Government Expense on orders. Unless restricted by PPCIG, POVs are routed directly to destinations in Eastern Europe (including Poland and Romania) via GPC Regional Point Moves (RPM). RPMs are shipments that do not involve a VPC at either origin or destination (or both). In case of restrictions, POVs are shipped IAW customers' requirements (i.e., proximity to next PDS or logistic support) to the applicable VPC in Germany.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

See above section POVs



**b. MOTOR CYCLES/MOPEDS**

See above section POVs

**c. GASOLINE/CATALYTIC CONVERTERS**

Unleaded fuel is widely available.

**d. INSURANCE AND SAFETY REQUIREMENTS**

American-type insurance is not available in country. Policies should be obtained in the United States prior to shipping. Host nation liability insurance is mandatory and can be obtained at minimal cost.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

“Importation is PROHIBITED.”

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

“No restrictions identified.”

**11. TRANSMITTING EQUIPMENT**

“No restrictions identified.”

**a. CBS**

“Importation is PROHIBITED.”

**b. AMATEUR/HAM RADIOS**

“No restrictions identified.”

**c. MARS EQUIPMENT**

Not generally allowed. Government of Romania will consider advance application for license on a case by case basis.

**d. DISH ANTENNAS**

“No restrictions identified.”

**e. CORDLESS PHONES**

“No restrictions identified.”

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Romania should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Romania.

## 13. OTHER

DOS Arranged ITBL Local Agents:RomaniaPost: Bucharest Bureau: EURLocal Agents:2)Global Relocation ServicesBucharest, RomaniaMr. Cor de Groot – Country ManagerPh +40 21 311 6425Fax +40 21 317 2563Office@globalrelo.rocordegroot@globalrelo.ro5) CDD Relocation162 Splaiul UniriiBucharest, RomaniaPOC: Dana DascaluTel: 40 21 317 9754Email: dana.dascalu@relocate.ro4) AGS International Moving and Storage256 Basarabia Blvd, District 3Bucharest, RomaniaPOC: Cristian BorcosPh: 21 741 199056E-mail: cristian.borcos@agsmovers.com\*\*\*\*\* Bonded Facility \*\*\*\*\*9) Move OneMove OnePOV: Adrian SaruPh 40 751 845252E-mail: adrian.saru@moveoneinc.com6) ORBIT International Moving and StorageMember of Orphee Beinoglou Group.Address: Sos. Bucuresti - Urziceni Km. 18+400,Corp.B, Afumati, Jud. Ilfov.POC: Teodoru CristeaPhone: 0040-21-350 1500Fax:0040 -21-350 1501Email: tcristea@orbitromania.roCell: 0040 744 431 759Email: hhgds@orbitromania.rowww.orbitromania.ro7) Rilvan RomaniaTheodor Popa – e-mail theodor.popa@rilvan.euMobile: 40 729 777397; Phone: 40 21 2195473)Premier Moving & Storage BucharestTelefon/Fax: +40 21.252.09.71Mobile:: +40 732.199.199e-mail: romania@premiermoving.roPOC Razvan CretuSite: www.premiermoving.ro1)Santa Fee Relocation36-38 Migdalului StreetBucharest, RomaniaPOC:Valentin IftimiValentin.iftimi@santaferelo.comBucharest@santaferelo.comPh Numbers:+40 212 204 456+40 212 201 168Mobile: +40 723 360 449\*\*Facility is secure but not bonded\*\*8) Gosselin Mobility RomaniaPOC: Cristian DinuPh: 0728-736488E-mail: CristineID@gosselingroup.eu

## General Instructions: RUSSIA (RU)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany. AGFM JPPSO NE DET 2) Department of State Consignment (GBLOC: STDK USDAO Moscow, STDZ American Cons St Petersburg) Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:

1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.
2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".
3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.
4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

OTHER Effective 1 April 2010 GBLOC STDK (Moscow) shipments for DOD and U.S. Coast Guard Personnel assigned to the Diplomatic Mission in Moscow must be routed per the special instructions in PPCIG GBLOC STDK Instructions.

GSO Contact Information: St. Petersburg  
 Josh Peffley  
 peffleyJC@state.gov  
 Tel: 7 812 331 2651  
 FSN Contact Information: Aleksey Planson  
 PlansonAY@state.gov  
 Tel: 7 812 331 2629  
 Group Email: None Listed  
 GSO Contact Information: Moscow  
 GSO: Jones Anderson Rebecca: JonesAndersonRL@state.gov  
 Tel: +374-95-901049  
 FSN Contact Information: Tel: 7 495 728 5074  
 Group Email: MoscowGSO Cust-Ship@state.gov  
 GSO Contact Information: Vladivostok  
 VladivostokGSO@state.gov  
 Tel: +7-423-230-00-70 x 4200  
 FSN Contact Information: Robert Shonov  
 shonovr2@state.gov  
 Tel: 7-4232-300-070 x4513  
 VladivostokGSO@state.gov  
 FSN: Povysshaya Olga shipping@embservices.com  
 FNS: Urazbekov Daniyar urazbekovd@state.gov  
 Group Email: MoscowGSO Cust-Ship@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

Containers used should be standard dimensions (1X20' or 1X40'). (CH)

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. Embassy employees' shipments are subject to the Russian Ministry of Culture's regulations on the import and export of cultural items. The GSO/shipping section will assist you with the registration of items such as antiques and works of art, which must have an export permit for outgoing shipment at the end of your tour. The Ministry has denied a few export permits; therefore, the Embassy recommends that you do not bring extremely valuable or rare antiques and art works into the Russian Federation. b. Losing posts are directed to not ship personal effects until the person has a valid Russian Federation Visa, specifically for the PCS in hand. Customs regulations prohibit the clearance of personal effects unless the person is physically in the country and registered with the Ministry of Foreign Affairs. Losing posts are requested to time shipments so that the shipments arrive after the duty reporting date to coincide with the duty reporting date of personnel assigned to Russia. If personal effects arrive in Moscow before the owner, they are stored at Russian Customs accruing expensive storage. All losing posts are requested to pouch a copy of Transfer Travel orders, GBL and DD Form 1299 to American Embassy Moscow, PSC 77 (GSO), APO AE 09721 ASAP after the assignment. c. The US Embassy is responsible for clearing shipments through customs. Provide a copy of the PPGBL, AWB, inventory, estimated customs value of each shipment (UB, HHG and POV) number of pieces, cube and the weight (gross and net). (CH)

## 3. CONSUMABLES

The JFTR/JTR identifies Moscow, St. Petersburg, Vladivostok and Yekaterinburg, Russia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010) A. Uniformed Service Member<sup>1</sup>. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).<sup>2</sup>. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee<sup>1</sup>. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).<sup>2</sup>. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

### c. COSMETICS

"No restrictions identified."

### d. FOOD STUFFS AND MEATS

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

Electrical power is 220 voltage. (CH)

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

To bring a pet into the Russian Federation employees must have the Veterinary Certificate (International Health Certificate). The International Veterinary Certificate must contain the information about last rabies shot. NOTE: Rabies shot must be more than one month old and less than a year old. The current Custom's regulations require a youto get a special permit if the owner is importing more than 2 pets of the same kind. Contact GSO/Shipping for details.

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"No restrictions identified." .

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

“No restrictions identified.”

a. POVs (includes data on prohibited vehicles, colors, etc.)

“No restrictions identified.”

b. MOTOR CYCLES/MOPEDS

Motorcycles are considered POVs.

c. GASOLINE/CATALYTIC CONVERTERS

“No restrictions identified.”. Unleaded gasoline is available.

d. INSURANCE AND SAFETY REQUIREMENTS

Third party liability insurance is required. Contact the Embassy for available companies.

9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“Importation is PROHIBITED.”

10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

11. TRANSMITTING EQUIPMENT

Importation of transmitting equipment must be approved through the Government agency A.R.C.T. Contact the Embassy for more information at 191028 US Consulate General, #15 Furshtadskaya Str. St. Petersburg, Russia ATTN: GSO/Shipping, PSC 78 Box L, APO AE 09723, Commercial 7-812-331-2828. (CH)

a. CBS

“Importation is PROHIBITED.”

b. AMATEUR/HAM RADIOS

“No restrictions identified.”

c. MARS EQUIPMENT

“No restrictions identified.”

d. DISH ANTENNAS

“No restrictions identified.”

e. CORDLESS PHONES

“No restrictions identified.”

## 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Russia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Russia.

## 13. OTHER

a. Russian regulations permits must be obtained for items of cultural value(ICV) that are exported from Russia. ICV are: paintings, sculptures, icons, hand-made carpets, books and editions more than 50 years old, musical instruments, samovars, objects of decorative art, etc.b. The representative of the moving company visits the employee's residence, identifies, lists and photograph ICV, takes the list and photographs to the Ministry of Culture. According to the contracts, that the Embassy currently has with three moving companies for shipments of HHE/UAB for non-military personnel we pay, on average, USD 188 per one shipment for this service. Please note that some items the Ministry of culture can send for expertise to an appropriate museum in Moscow and this will create additional costs. c. As soon as the moving company will submit the DD619 form for us, we will verify, on case by case basis that this service has been rendered and will return them the signed form.

DOS Arranged ITBL Local Agents: RussiaPost: Moscow Bureau: EURLocal Agents:1) PickfordsDnepropetrovskiy proezd 1Moscow, RussiaPOC: Dmitry Degtyarev, GeneralManagerTel: 7 495 796 9325Email:Dmitry Degtyarev Dmitry.Degtyarev@pickfords.com2)AGS FROESCHOchakovskoye Shosse 36,Building 2119530 Moscow / RussiaPOC: Olaf Blaesig <olaf.blaesig@agsglobalsolutions.com>Office: +7 (495) 989 6664Mobile:+7(906)05785933)Gosselin GroupMoscow Office48A, Otkrytoye Chausse107370 Moscow, RussiaPOC: Oleg Yashenko <O.Yashenko@gosselinmoving.com>Office: +7 (495) 989 7304Mobile: +7(917) 5790278Post: St. Petersburg Bureau: EURLocal Agents:AAA Logistics192236, Russian Federation, Saint-Petersburg,Sofiyskaya street, 6, liter S, pomeshenie 1-NPOC Norbert GoorenTel. (mobile): +7-921-412-02-51Tel. (office): +7-812-431-99-19Fax: +7-812-431-99-20E-mail: ngo@aaa-russia.comElena Shokorova Tel.(mobile): +7-921-370-92-93Tel. (office): +7-812-431-99-19Fax: +7-812-431-99-20E-mail: operations-2@aaa-russia.com3) Corstjens Worldwide Movers Group - MoscowofficeOtkritoye Shosse 48A 3d fl107370 MoscowRussiaPhone+: 7 495 411 9620Direct +: 7 495 989 7305Fax+: 7 499 966 7307Mobile+: 7 985 773 4056E-maail legy@corstjens.comWebsite: <http://www.corstjens.com>2) OOO Panbaltservice199106 V.O. Bloshoy pr.103Tel: 7 812 322 6027Fax: 7 812 322 6039Email: avia@pan-baltservice.spb.ru\*\* customs bonded facility \*\*ITGBL Local AgentsPost: Vladivostok Bureau: EURLocal Agents:OOO "UNIVERSAL EXPRESS".International Moves and Relocations.690014 Narodniy Prospect 11B, room#314POC: Elena Tikushina.Tel:+7 914 650 90 51 8 423 26094 40.Email:vladivostok@universalexpress.ruLinks, Ltd.Ul. Svetlanskaya 89, Suite 35690078 Vladivostok, RussiaPOC: Yuri MelnikovTel: 7-4232-220-887Email: vladivos@links-ltd.comPost: Yekaterinburg Bureau: EURLocal Agents:2) AGS Froesch115432 Proektiruemyj Proezd 4062, #6Moscow, RussiaPOC: Olaf BlaesigPhone: +7 (495) 989 6664Fax: +7 (495) 989 6668Mobile: +7 906 057 85 93Email: olaf.blaesig@agsfroesch.com4)M&TM Freight LLCDirector Sales DevelopmentRussia & CISReinier ReintsDirect Ph: +7-495-268-02-11 (ext.164)Mobile: +7 (916)-812-43-61E-mail: reinier.reints@mtm-net.ruwww.mtm-moving.ru125362, str. Vishnevaya, 9,Building 1, office ħ 504, 5 floorBC «IMPERIAL PARK»Moscow, Russia1) Pickfords (formerlyTeam

Relocations),117545 Moscow, Dnepropetrovskiy proezd 1POC: Dmitry DegtyarevTel.: +7 495  
796 93 25M: +7 985 991 62 68E:Dmitry.Degtyarev@pickfords.com3)Gosselin Mobility  
Moscow LLCProfsoyuznaya Street 56,Cherry Tower Business Center117393  
MoscowRussian FederationPOC: Inna Kapshuk+7 495 989 73 00+7 906 030 43  
26Innak@gosselingroup.euwww.gosselinmobility.eu



## General Instructions: RWANDA (RW)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO)DOS arranged shipments: Contact (GBLOC: TRDZ, DOD)Department of State Consignment"Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information:KigaliJack Swetland SwetlandJD@state.gov+250-252-596-400FSN Contact Information:Amri Musinguzi MusinguziA@state.gov250-252-596400 x2823Group Email:None Listed`

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

Containers used should be standard dimensions (1X20' or 1X40'). (CH)

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD and DOS For: Kigali, RwandaJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition.The JTR identifies Kigali, Rwanda as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

“No restrictions identified.”

## 5. FURTNITURE, OVERSIZED

“No restrictions identified.”

## 6. PETS/QUARANTINE

Dogs and cats must have a valid rabies vaccination and a certificate from a veterinarian stating the animal is in good health.

## 7. PRIVATELY OWNED FIREARMS (POF)

“Importation is PROHIBITED.”

### a. HAND GUNS

“Importation is PROHIBITED.”

### b. RIFLES/SHOT GUNS

“Importation is PROHIBITED.”

### c. TOY RELATED GUNS

“No restrictions identified.”

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

## 8. PRIVATELY OWNED VEHICLES (POVs)

“No restrictions identified.”

### a. POVs (includes data on prohibited vehicles, colors, etc.)

No restriction on importation of privately-owned vehicles. Foreign-made and/or foreign-purchased vehicles, as well as domestic vehicles, are authorized shipment to Kigali. Upon completion of service member's tour, the vehicle may be reshipped to an onward post (exceptions applicable to gaining country). Vehicles purchased on route should be consigned by the shipper to the service member c/o American Embassy-Kigali, and not to an auto dealer.

### b. MOTOR CYCLES/MOPEDS

“No restrictions identified.”

### c. GASOLINE/CATALYTIC CONVERTERS

As unleaded gasoline is not available, removal of the vehicle's catalytic converter is recommended.

### d. INSURANCE AND SAFETY REQUIREMENTS

Third party insurance is required and can be obtained upon arrival at post.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

## 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

### a. CBS

"No restrictions identified."

### b. AMATEUR/HAM RADIOS

"No restrictions identified."

### c. MARS EQUIPMENT

"No restrictions identified."

### d. DISH ANTENNAS

"No restrictions identified."

### e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Rwanda should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Rwanda.

## 13. OTHER

DOS arranged shipments: Permanent Storage:- None available at post.ITGBL  
Agents:RwandaPost: Kigali Bureau: AFLocal Agents:1) AGSOBP 292POC Pascal  
RomainPhone: +250 252576573 / 788300906e-mail: rwanda@agsmovers.com3) SDV  
TRANSAMIBP 1338Kigali, RwandaTel: 250 575584 POC:Rodolphe Kembukuswa  
(rodolphe@sdv.co.rw)Email: info@sdv.co.rw,2) COIMEXBP 2573Kigali, RwandaTel:  
250 575584Email: coimex@rwand1.com

## General Instructions: SAINT BARTHELEMY (BL)

### 1. SHIPMENT INSTRUCTIONS

No restrictions identified.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restrictions identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No restrictions identified.

**a. HAND GUNS**

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

No restrictions identified.

**13. OTHER**

No restrictions identified.

## General Instructions: SAINT MARTIN (MF)

### 1. SHIPMENT INSTRUCTIONS

No restrictions identified.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT



No restrictions identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restrictions identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No restrictions identified.

**a. HAND GUNS**

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

No restrictions identified.

**13. OTHER**

No restrictions identified.

## General Instructions: SAMOA (WS)

### 1. SHIPMENT INSTRUCTIONS

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. JPPSO-Hawaii is the responsible personal property office for Samoa. All correspondence and documentation pertaining to shipment destined for Samoa are retained by JPPSO-Hawaii. Provide member with JPPSO-Hawaii's telephone numbers and advise the members that there is no DOD representative in Samoa to assist them with personal property matters. Members are to contact JPPSO-Hawaii for assistance. b. Samoa consists of two islands: Upolu Island (capitol city, Apia) and Savai'i Island. Shipments consigned to these islands must be thoroughly reviewed to determine consignment to the correct island.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT**

No restrictions identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restrictions identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

POFs arriving on Samoan Islands, as part of the member's household goods, must be identified on the members personal property inventory list. POFs will be placed in the number one (1) external shipping container positioned so they are readily accessible for examination when required.

**a. HAND GUNS**

Handguns are strictly prohibited. Prohibited firearms considered as souvenirs may be shipped to Samoa as long as the firing pin has been removed and gun barrels are permanently plugged.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) POVs shipped into Samoa requires a permit: Advise members that their POV turn-in shipping documents must be retained to receive the POV from the steamship company at destination. For POV Tracing and Claims, members are to contact their branch of service transportation office in Hawaii. To ship a POV to Samoa, the member must obtain a "Permit!" from the central bank of Samoa, in Apia, Samoa. This permit allows for the importation of the POV to Samoa. (2) For POV shipments originating in Hawaii, the member must, prior to turn-in, obtain a clearance from U.S. Customs Services which allows for the exportation of the POV from the customs territories of the U.S.

#### b. MOTOR CYCLES/MOPEDS

No restrictions identified.

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

No restrictions identified.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No restrictions identified.

#### a. CBS

No restrictions identified.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

No restrictions identified.

#### d. DISH ANTENNAS

No restrictions identified.

## e. CORDLESS PHONES

No restrictions identified.

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation, or relocating dependents to Samoa should be counseled that customs entry requirements to include payment of duties and taxes (if any) remains the responsibility of the member and is a personal matter between the member and the Samoan Government.

## 13. OTHER

a. NOTE 1: For processing personal property and POVs shipments from Samoa, members are to contact their appropriate branch of service transportation office in Hawaii for guidance and assistance. Listed below are the individual service transportation offices located in Hawaii. US ARMY: APPLICATION AND TRACING: CLAIMS: Fort Shafter DSN: 315-438-1861 COMM: 808-438-1861 FAX COMM: 808-438-1421 DSN: None COMM: 808-438-1271 Schofield Brks DSN: 315-655-9239 COMM: 808-655-9239 FAX COMM: 808-655-8971 DSN: 315-655-8616 COMM: 808-655-8616 AIR FORCE: APPLICATION AND TRACING: CLAIMS:

Hickam AFB DSN: 315-449-6263 COMM: 808-449-6263 FAX COMM: 808-448-3746 DSN: 315-449-1714 COMM: 808-449-1714 COAST GUARD: APPLICATION AND TRACING: CLAIMS:

Sand Island DSN: None COMM: 808-541-1502/01/00 FAX COMM: 808-541-1515 DSN: None COMM: 808-541-1502 NAVY: APPLICATION AND TRACING: CLAIMS: Pearl Harbor DSN: 315-473-2982 COMM: 808-473-2982 FAX DSN: 315-473-2334 FAX COMM: 808-473-2334 DSN: 315-473-2986 COMM: 808-473-2986 MARINE CORPS: APPLICATION AND TRACING: CLAIMS: MCBHKANEOHE BAY DSN: 315-257-5868/5568 COMM: 808-257-5868/5568 DSN: 315-257-3208 FAX COMM: 808-257-3208 DSN: 315-257-5868 DSN: 315-257-5869 COMM: 808-357-5868 COMM: 808-357-5569 b. NOTE 2: For additional information contact the Samoa International Information and Media Center, PO BOX 27857, Honolulu, Hawaii 96827, telephone number: 808-637-3330.

## General Instructions: SAN MARINO (SM)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments:Department of State ConsignmentEffective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

No Restrictions Identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

"No restrictions identified."

### 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

#### a. HAND GUNS

"Importation is PROHIBITED."

#### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."



**c. TOY RELATED GUNS**

"Importation is PROHIBITED."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to San Marino should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of San Marino.

**13. OTHER**

None.

## General Instructions: SAO TOME AND PRINCIPE (ST)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments. Department of State Consignment"Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOS arranged shipments: Contact DOS.DOD arranged shipments: "In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOS arranged shipments: Contact DOS.DOD arranged shipments: "In accordance with the Joint Travel Regulations."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD and DOS For: Sao Tome and Principe.JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition.The JTR identifies Sao Tome and Principe as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"No restrictions identified."

**a. HAND GUNS**

"No restrictions identified."

**b. RIFLES/SHOT GUNS**

"No restrictions identified."

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

“No restrictions identified.”

a. CBS

“No restrictions identified.”

b. AMATEUR/HAM RADIOS

“No restrictions identified.”

c. MARS EQUIPMENT

“No restrictions identified.”

d. DISH ANTENNAS

“No restrictions identified.”

e. CORDLESS PHONES

“No restrictions identified.”

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Sao Tome and Principe should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Sao Tome and Principe .

## 13. OTHER

None.

## General Instructions: SAUDI ARABIA (SA)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged moves: (GBLOC: SWAP Eskan Village Saudi Arabia)NO DPM CONTRACTTrue  
Blue is the only agent authorized with Saudi Arabia Customs to clear on behalf of USMTM.

Currently only local agent authorized on base is True Blue Movers until further notice (2 Apr 24)For shipment instructions for non-Embassy/Consulate personnel, refer to GBLOC SWAP (Eskan Village, Riyadh). Shipments may be transported Code 6 (HHG) or Airlift Code 8 (UB). NOTE: Code 6 is the preferred method for moving HHG's Shipment of UAB/HHG/POV: For shipments of HHG, UAB and POV, inform your outbound counselor when your actual arrival date will be into the Kingdom of Saudi Arabia, in order for your property to be available upon your arrival. The Personal Property Shipping Office cannot obtain clearance until you have arrived on station with a copy of your Passport and VISA. Also, you will receive your Saudi ID card (IGAMA) for the Ministry of Foreign Affairs. Heat damage can be extensive if property sits in the sun for weeks before your arrival.NOTE: Personnel not assigned to a US Embassy or Consulate are not authorized a POV shipment and will not receive an IGAMA.DOS arranged shipments: (GBLOC: SFAT DOS Saudi Arabia, SFDK American Saudi Arabia)Department of State Consignment guideEffective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information: RiyadhShaia A Al-Gumaie Al-GumaieSA@state.gov+00966114883800x4456Group Email:RiyadhGSOShipping@state.gov

GSO Contact Information: JeddahSalah Khatir Ali AliSK1@state.govTel: 966.12.667.0080 ext. 4273FSN Contact Information:Yassir Gafar Hashim GafarYH@state.govTel: 966 2 667 0080 x4111, x4Group Email:JeddahShipping@state.govSanaaCarolyn RatzlaffTel: 967 1 755 2041Ayoub AbdullahTel: 967 1 755 2204JeddahShipping@state.govGSO Contact Information:DhahranMohammed Ali Nasr/Shipping S NasrMM@state.gov+966-13-839-5700 X 25869FSN Contact Information:Mohammed Nasir Alkhadrawi AlkhadrawiMN@state.gov+966-13-839-5700 X 25855Group Email:DhahranGSOShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." For personnel NOT assigned to a US Embassy or Consulate: COUNSELORS SHOULD REVIEW THE JTR SUPPLEMENTS) Administrative Household Goods (HHG) Weight Allowance Locations Service and Traveler Tour Type Administratively Reduced Allowance All Service members: 25 percent of the full HHG weight allowance or 2,500 lbs, whichever is greater. Note: Direct USN questions to hhhhelp@navy.mil and refer to NAVSUP Publication 490, "Transportation of Personal Property." All civilian employees 4,500 lbs of HHG. Fully furnished family-style Government quarters are available at all locations throughout Saudi Arabia for accompanied and unaccompanied members. All members should be counseled not to ship large appliances such as stoves, refrigerators, etc, as these items are provided. Uniformed service members and civilian employees on 12-month tours should be counseled not to ship large furniture items such as beds, sofas, chairs, shelves, as these items are provided. However, those on longer tours may wish to ship their own furniture items. Members should contact their gaining housing office or sponsor for recommendations. Civilian employee weight entitlements are limited to 4,500 pounds for HHG shipments, plus the normal unaccompanied baggage (UAB) allowance, per the JTR, paragraph 5648-A1. Uniformed Service member weight entitlements are outlined below: (1) Army personnel: (a) Accompanied tour: E4 (greater than or equal to 2 years service) and above: 25 percent of JTR weight allowance or 2,000 pounds, whichever is greater. E4 (less than 2 years service) & below: Full JFTR weight allowance. (b) Unaccompanied tour: Weight allowance for single/unaccompanied personnel are in accordance with weights listed in PPCIG VOL II, Appendix V. (2) Air Force personnel: Accompanied and Unaccompanied tours: 2,500 pounds or 25 percent of full JTR weight allowance, whichever is greater, plus 10 percent of the full JTR weight allowance as unaccompanied baggage (UAB). See AFI 24-501, Table A3.1, Rule 4 and Attachment 7. (3) Navy personnel: 25 percent of JFTR weight allowance or 2,000 pounds, whichever is greater. NOTE: A weight restriction will not apply unless it appears in the member's orders. Refer to NAVSUP Pub 490 for detailed guidance or you can access the WEB PAGE: <http://www.sd.fisc.navy.mil/navsuphhg/vy.mil/navsuphhg/> or E-mail: NAVTRANS\_HHG\_Helpline@NAVTRANS.navy.mil. DOS arranged shipments: Contact DOS.

## b. CONTAINER/CRATING REQUIREMENTS

Ship HHG in type II shipping containers or other air eligible Government owned shipping containers. NOTE: Commercial Air shipments into King Khalid International Airport, Riyadh, Kingdom of Saudi Arabia must not exceed 148 cu. ft. Pack UB/UAB in containers not exceeding 200 lbs gross per container.

## c. HARD LIFT AREA

Saudi Arabia is designated as a hard lift area per AFI 24-501, Attachment 7.

## d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." Do not Ship Sappi Plates in UB. (1) UAB shipments for members of the Defense Attache Office and the Marine Security Guard Detachment of the American Embassy, Riyadh, should be marked and consigned as follows: American Ambassador US Embassy Employees full name Riyadh, Saudi Arabia Tel: 011-966-1-488-3800, EXT. 1512/1500 (2) UAB shipments for personnel not assigned to a US Embassy or Consulate refer to GBLOC SWAP (Eskan Village, Riyadh). (3) For UB



shipments moving from CONUS TO AND FROM SAUDI ARABIA CODE 8, use SPECIAL SOLICITATION RATES, to book these shipments. For shipments from all other areas, use One-Time-Only (OTO) rates.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. EMBASSY ONLY: All personal property shipments for DOD personnel on PCS orders are cleared through Saudi Arabia customs under a special exemption. All other shipments are subject to inspection and/or examination at the point of entry into the Kingdom. Saudi Arabia is a strict Muslim country and items shipped which are offensive to the Muslim religion may be confiscated and may subject the entire shipment to confiscation without retribution. b. Shipping papers: Saudi customs officials do not, repeat, not release shipments as duty free when they are misconsigned or when shipping papers identify the commercial agent as "notify party." Place member's PCS orders inside member's personal property shipping containers. c. Shipping Documentation Pouch Requirements: Ensure PCS orders and DD1299's and related documents are placed inside the shipping containers. d. Mail: Saudi customs officials may open and inspect packages coming into the Kingdom. This includes packages coming through APO. It is illegal to import alcoholic beverages, pork products, firearms, non-Muslim religious material, or material deemed pornographic. Videocassettes sent through APO mail are subject to screening and confiscation. If considered unacceptable, tapes may be partially or completely erased, or destroyed. Books and magazines are also checked for "pornographic" pictures or politically sensitive material. Pages may be destroyed or removed if considered unacceptable. Record jackets, cassette labels, and compact discs may also be confiscated. US EMBASSY/CONSULATES ONLY: To avoid confiscation, you may mail certain items via State Department pouch or include them in your HHG. (While HHG are subject to inspection, customs officials rarely open HHG shipments. You may send the following items by state department pouch: videocassettes (maximum ten per package, clearly labeled "video tapes"), DVD's, CD's, cassette tapes, prescription medications, and religious materials. Quantities should be limited. Pornographic material may not be sent through the pouch.

e. Size Requirements: The U.S. Postal Service has issued a size restriction on all parcel mail addressed to Saudi Arabia. It must fit in a mail sack. Therefore priority mail may not exceed 70 lbs. or 108 inches, measuring length and girth combined. Space available mail (SAM) may not exceed 70 lbs. or 100 inches, measuring length and girth combined. f. Restricted Items: Saudi officials may restrict the importation of the following items: Books, printed materials, communication equipment, audio cassette tapes, video cassette tapes, DVD's, CD's and computer diskettes. g. PROHIBITED ITEMS: Religious items contrary to the Islamic faith (such as Christmas trees), pornographic or R-rated movies/DVDs/Blu-rays/videos, anything that contains nudity, and certain types of military gear, such as weapons, weapon accessories like magazines and scopes, night vision goggles, handcuffs, body armor, canteens, and other gear of this nature. Saudi Arabian Customs may confiscate these items and hold the member's shipment until the member pays the non-reimbursable customs fees. If you have questions about certain items, please contact the appropriate personal property office in Saudi Arabia before shipping.

## 3. CONSUMABLES

DOD arranged shipments: Validate consumables allowance authorization within the JTR.

DOS arranged shipments: Contact DOS.

#### a. ALCOHOLIC BEVERAGES

You may not import alcoholic beverages.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

Pork products are prohibited.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Saudi Arabia recently increased the penalties for violating narcotic laws. Clearly labeled prescription drugs, in small quantities, should pose no problems. However, difficulties may arise if prescription drugs are shipped in large quantities, lack of clear labels or proper documentation (such as a copy of the prescription), or are considered illegal by Saudi authorities. EMBASSY ONLY: You may wish to send prescription medications via pouch.

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

a. You must have approval from the Saudi Ministry of Foreign Affairs to bring a pet into the Kingdom. Therefore, at least one week prior to the animal's arrival, you must notify GSO of the following information: breed, sex, color and weight of animal. (Dogs should be listed as "guard dogs"). You may send this information by e-mail to David Simons or Ali Jama Haid, or through front channel cable. With this information, GSO will prepare a diplomatic note for the foreign ministry. While this is normally sufficient, the note may be held by the foreign ministry until the actual processed documents are faxed (see paragraph 6.f.).

b. You should update your pet's vaccinations and obtain a USDA health certificate. (Rabies shots should be administered 30 days prior to your pet's arrival.) You may place several pets on one 3 certificate if you wish. Vets in the Washington, DC metropolitan area can be expensive, so you may wish to do this at your home leave address. If your pet has health problems or needs dental work, it is best to treat them as early as possible. You should do this at least 30 but not more than 10 days before arrival at post.

c. Before you can authenticate your pet's health certificate, it must be certified by the USDA. If you are not in the Washington, DC Area, check with your vet for the nearest USDA office. If you are in the Washington area, the locations are as follows: USDA-APHIS4700 River Road, Unit 39Riverdale, MD 20737-1231301-734-8383 or 8170(This office is located off the beltway, use Kenilworth Ave. Exit).OR 2568A Riva Road, Room 207Annapolis, MD 21401410-962-7726OR Washington Bldg., Suite 6001100 Bank St.Richmond, VA 23219804-771-2774

d. After the health certificate is certified by the USDA, the State Department Office of Authentication's must authenticate it. That office is located at Colombia Plaza on 23rd Street (SA-1, phone: 1-800-688-9889 or 647- 5002 or 663-3868). The office is located on the plaza or ground floor next to the drugstore. The office attaches a letter of authentication to your health certificates. Cost is \$4.00.

e. You must take the certified health certificate and letter of authentication to the visa entrance of the Saudi Embassy. It is located at 601 New Hampshire Ave., NW, a short walk from the authentication office, across from the Watergate plaza. You must obtain an official Saudi stamp on the health certificate. It may be necessary to leave the documents overnight. There is an \$8.50 fee, which you may pay in cash if you have the correct change. Otherwise you will need a money order or cashier's check made out to "the Royal Kingdom of Saudi Arabia" or "the Embassy of Saudi Arabia." Be aware that the Saudi Embassy closes for extended periods of time for the Eid and Hajj religious holidays.

f. After your USDA certificate is authenticated by the State Department and stamped by the Saudi Embassy, fax copies of all these documents to the GSO/customs & shipping section in Riyadh, 011-966-1-488-7939. The section will prepare a diplomatic note for the Ministry of Foreign Affairs. The MFA will endorse the diplomatic note, directed to the Director of Airport Customs. This can take up to four days.

g. If you do not follow the process described above, airport authorities will not release your pet until checked by a Saudi veterinarian. You may want to avoid arriving on the Saudi weekend, which is Thursday and Friday, as the vet does not work on these days. If your pet is not accompanied, it will be held at the airport for up to four hours until a vet can check it. There is no charge for this service.

h. Reminder: Your pet must have reservations with the airline and you must bring all their documents with you to the airport. Be prepared to pay for your pet's passage when you arrive at the airport. Currently, you may only pay for pet travel at the counter -- it cannot be prepaid. Most airlines require that your pet travel in a sturdy cage with strong bolts and air ventilation on three to four sides of the cage. All cages must have a water dish. A piece of old carpet fixed to the bottom of the cage allows your pet to dig in claws and hold on tight when transported.

i. If you plan to book your pet inside the cabin, please check well in advance with the airline. The availability of this option is normally limited and the airline may have additional requirements concerning the date of the health certificate and other documentation.

j. If the pet is sent by airfreight, the shipment should be consigned as follows: American EmbassyRiyadh, Saudi ArabiaContact Tel: 488-3800, EXT 1512/1500k. If you send a dog by airfreight, the description of the shipment in the airway bill should state that it is a "guard

dog."l. If shipping a pet by airfreight, please notify GSO, as soon as transportation arrangements are made, of the following: airline, flight number, and airway bill number assigned to the shipment.

## 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

### a. HAND GUNS

"Importation is PROHIBITED."

### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

### c. TOY RELATED GUNS

"Importation is PROHIBITED."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

OTHER: (1) Pickup Trucks: Saudi Ministry of Foreign Affairs has approved pickup trucks imported and registered under diplomats' names with diplomatic tags for their personal use.

(2) Motor Vehicle Color: Do not, repeat, not ship a yellow vehicle. Yellow is reserved for taxis. If you import a yellow vehicle, it will be repainted at your expense. (3) Vehicles With Tinted Glass: Do not, repeat, not ship a vehicle with a tinted windshield or with tinted front side windows. Motor vehicles that have tinted glass on either the windshield or the front side windows can not be registered with the Saudi police until the tint is removed. Rear windows and rear side windows may be lightly tinted, as long as the tinting does not interfere with the driver's ability to see objects behind him or with Saudi security concerns. To determine if your tinting is acceptable, stand 15 to 30 yards behind the vehicle. If you can see well inside the car, then your rear window tinting is okay. If you cannot see into the car, the vehicle will most likely fail the Saudi inspection. (4) Vehicle Titles: Saudi officials require proof of ownership before clearing vehicles through customs. Please send or bring a copy of your vehicle title to post. The title must be in English or Arabic. If your title is not in English or Arabic, please have it translated before coming to post. (5) Vehicle Registration and License: The process of licensing a vehicle with diplomatic (CD) tags normally takes two weeks. You must pay the registration fee, which is about \$8.00.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

Personnel not assigned to a US Embassy or Consulate are not authorized a POV shipment.1. Active duty personnel, other than Defense Attache Office personnel and the US Embassy Marine Security Guard Detachment Commander, are prohibited from importing privately-owned vehicles. Open bed pickup trucks cannot be registered to non-Saudi and should not be shipped. Do not ship a

pickup truck as a POV. If a yellow sedan is shipped, Embassy guidance should be sought prior to shipment as this color is reserved for taxis in Saudi Arabia, so it is discouraged. All types of vehicles can be shipped, but spare parts are still difficult to obtain for pre 1988 vehicles. There are no specific safety standards imposed by Saudi Arabian Government.

2. Shipments of POV should not, repeat, not be scheduled to arrive at Post prior to employee's arrival. Post cannot obtain clearance until employee arrives and is granted an identification card by the Saudi Ministry of Foreign Affairs. Saudi Arabian Customs do not, repeat, do not release shipments as duty free shipments when shipments are misconsigned.

3. Drivers License: Women may not repeat not legally drive in Saudi Arabia. Therefore, Saudi police will only issue diplomatic driver's licenses to men. Prior to applying for a drivers license, you must obtain your Saudi ID card (IGAMA). To qualify for a diplomatic driver's license, you must have a valid, repeat, valid driver's license, preferably one issued in the United States. When applying for your driver's license, you must submit four (4) nonglossy, non-Polaroid black/white or color photos (1 x 1 in). If you do not have a valid driver's license, but would like to obtain one in Saudi Arabia, you should be prepared to take driving courses and/or driving exams. While women are not permitted to drive in Saudi Arabia, they may import and register a vehicle. However, hiring a driver is expensive, so most female employees rely on the embassy's extensive motor pool operation for transportation.

a. Surface shipments of POV should be sent directly to Riyadh dry port via Port of Dammam. Freight should be prepaid through to Riyadh dryport.

b. For surface shipments please note the following:(1) Do not pack motor vehicles and HHG in the same containers.(2) Dammam Port and Riyadh dry port handle 20 foot and 40 foot containers.c. Post request that all shipments destined for Riyadh are sent directly through to Riyadh. To do this, please follow these instructions precisely:(1) The consignee block of the OCB/L must be completed as shown in para 8.a.3(3) above.(2) The notify party block of the OCB/L must remain blank or show "same as consignee."(3) The port of discharge block of the OCB/L must show "Dammam."(4) The place of delivery block of the OCB/L must show "Riyadh dry port."

4. Embassy HHG and POV shipments should be marked and consigned as follows: American Ambassadorc/o American EmbassyDiplomatic QuarterRiyadh, Saudi ArabiaATTN: GSO; Tel: 488-3800, EXT 1512/1500FOR ()

5. USMTM Personnel: Units/personnel sponsored by USMTM (AFELM-TAFT, AFELM SECURITY AST JD, AFELM SECURITY AST JA-DHAHRAN-AFM ADM, USCENCOM USMTM, DCMA, USMC TAFT (Marines), DCAA, WR-ALC, Peace Shield, AAFES, Det. 1, 83, DECA, Eskan Security Forces Detachment, and 550th. Personal property must be shipped to King Khalid International Airport-RUH, Riyadh, Kingdom of Saudi Arabia. HHG are not authorized via Surface Mode. POV's are prohibited. ATTN: OUTBOUND BOOKING, IF YOU ARE NOT SURE, PLEASE SEND US AN E-MAIL: tmo@usmtm.sppn.af.mil FOR PROPER ROUTING INSTRUCTIONS.

a. Important instructions for CONUS locations: Use DPM International Commercial Air Rates (DPM Code HF or BF).

b. Important instructions for Overseas locations: Use OTO Code 8 or Code 6 as an alternative mode of shipment.

c. Markings: See General Instructions pg 103-1, para 1d(2).

6. The shipment should be routed through Port of Dammam to Riyadh dry port. Means of transportation from Dammam Seaport to Riyadh dry port must be stated on the OCB/L as "via railways customs terminal (RCT)."

7. Forward original OCB/L directly to: General Service OfficeU.S. Embassy, Unit 61307APO, AE 09803-1307Or via registered international airmail to:General Service OfficeU.S. EmbassyP.O. Box 94309Saudi ArabiaATTN: Customs & Shipping

8. Neighboring posts: Posts in neighboring countries (Jordan and GCC countries) may send shipments of HHG and POVs overland. If a post decides to send shipments overland, it should submit the following information at least three workdays prior to release.

a. Full description of the truck designated to carry the shipment.

b. Truck license plate number.

c. Driver's name and nationality.

d. Driver's passport number.

9. NOTE: This information will help post obtain customs clearance approvals and border crossing permits in a timely manner. Post suggests caution in sending shipments

overland, as the shipments are more likely to be opened and inspected.10. Customs clearance process: It normally takes two to four weeks for UAB shipments to arrive in country, while HHG shipments generally take two to four months, depending on the origin of the shipment, routing, and other factors. Post can not, repeat, not pre-clear UAB, HHG, or POV shipments before they arrive in country. Nor can post begin the clearance process until after the member has arrived and received their ID card. (ID cards, or IGAMA, are usually received about two weeks after arrival.) It normally takes two weeks to finalize customs formalities, following receipt of the IGAMA. GSO will contact you to schedule delivery once your shipments clear customs. For military and DOD members, a clear copy of the passport, visa, and a Mission Relations Letter is required prior to clearing customs for HHG's and UAB thru King Khalid International Airport.11. Vehicles: No age or manufacturer restrictions apply to mission vehicles.12. Motor vehicles manufactured by American motors, previously on the boycott list, can now be imported. Also, Ford motor vehicles can be imported and are locally available, but spare parts are as yet difficult to obtain. General motors vehicles and services are available, as are Chrysler products, but the latter are in less plentiful supply. Also, do not/not import a POV with tinted glass windows. Vehicles with tinted glass windows cannot be registered unless the tint-is removed. The Saudi Arabian Customs may require proof of ownership upon clearance. Copies of vehicle titles translated into Arabic or English should be sent to Post.

#### **b. MOTOR CYCLES/MOPEDS**

EMBASSY ONLY: If you wish to send a motorcycle, include it in your HHG (HHE)shipment as a separate motorcycle crate with nothing else in the crate and describe it on the airway bill or bill of lading. Particulars required are: year/type/make, engine number, and chassis number.

#### **c. GASOLINE/CATALYTIC CONVERTERS**

Unleaded gas is now available in the Kingdom of Saudi Arabia. There is no longer, repeat, no longer any need to remove the catalytic converter.

#### **d. INSURANCE AND SAFETY REQUIREMENTS**

(1) Motor Vehicle Insurance: Motor vehicle insurance coverage is not mandatory in Saudi Arabia. However, post strongly recommends that you carry insurance on your motor vehicle. Motor vehicle insurance may be purchased locally at reasonable rates. (2) Motor Vehicle Service and Spare Parts: Service and spare parts are available for most popular vehicle brands. However, spare parts for vehicles more than fifteen (15) years old may be difficult to find. (3) Motor Vehicle Inspection: There are two types of vehicle inspections. (a) Standard Conformity Inspection: Imported motor vehicles should be inspected soon after clearing Customs. The Saudi Arabian Standards Organization (SASO) inspects vehicles to ensure that they meet Saudi specifications. The inspection is simple and almost all vehicles pass. Technicians check safety belts, lights, exhaust pipes, and other areas of the vehicle. When a vehicle passes inspection, SASO issues a certificate of inspection for use in registering the car. SASO does not charge a fee for inspecting mission vehicles. (b) Road Safety Inspection: Annual motor vehicle safety inspections are mandatory in Saudi Arabia. The inspection fee is about \$20.00. (New vehicles, in the current year of manufacture, are exempt.) When a vehicle passes inspection, a circular sticker is placed on the windshield and a computer-generated, one-year certificate is issued. Saudi police require vehicle owners to have a valid copy of the inspection certificate when applying for issuance/renewal of vehicle registration, ownership transfer, or export permit.

### **9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**



a. Religious or sexually related material. Video cassettes sent through the regular APO mail or shipped as HHG's or UAB may be confiscated and viewed to ensure they are morally acceptable. If unacceptable, they will be erased entirely or in part and then are usually returned to the addressee. If mailing tapes to post, either send via registered APO or (US Embassy or Consulate only) send a maximum of two tapes per package via state department pouch clearly marked "video tapes" to avoid confiscation. Books and magazines are also checked for "pornographic" pictures or politically sensitive material and pages may be destroyed or removed if determined to be unacceptable. Record jackets, cassette labels, and compact discs are also subject to confiscation.

b. Public Behavior: Anyone entering Saudi Arabia should be aware that Islamic Law is the foundation of the Kingdom's conservative customs and practices. Pork products, alcohol and items deemed pornographic are strictly forbidden. The norms for public behavior and dress are extremely conservative. For example, Saudi women are veiled and must wear a full-length black covering known as an Abayya. Guidance issued by the Saudi Embassy in Washington states that non-Muslim women are not required to wear an Abayya, but should dress conservatively (loose-fitting dresses that cover well below the knee, with long sleeves and a high neckline). The embassy echoes this guidance and embassy women do not, repeat, not wear Abayyas when out on official business. However, many western women, particularly those living in the Riyadh area and the more conservative central region, choose to wear an Abayya and carry a head scarf in order to avoid harassment by the religious police (known as the mutawwa'in). Even with the Abayya and scarf, harassment may still occur. When in public, personnel and dependents should dress conservatively. Men should wear long pants and avoid shorts or sleeveless shirts. Women should wear dress in accordance with the above guidance and avoid trousers when out on official business.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

## 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

### a. CBS

Importation is PROHIBITED

### b. AMATEUR/HAM RADIOS

"Importation is PROHIBITED."

### c. MARS EQUIPMENT

"Importation is PROHIBITED."

### d. DISH ANTENNAS

"Importation is PROHIBITED."

### e. CORDLESS PHONES

"Importation is PROHIBITED." (clearance must be obtained in advance from Ministry of Communication of Saudi Arabia.)

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

a. Retired/separated personnel are responsible for customs clearance of their personal property and POVs with the Saudi Arabian custom officials at the port of arrival prior to onward movement. The US Embassy, Riyadh, cannot assist with customs clearance for other than assigned Embassy personnel. Shipments for retired/separated personnel should not be consigned to the Embassy or GBLOC SWAP. b. Retirees may import privately owned vehicles. Private arrangements for customs clearance and payment of duty must be made after coordination with the appropriate PPSO. POVs should be shipped, containerized if possible, to the Port of Dammam or Jeddah.

## 13. OTHER

NOTE: This information applies only to US Embassy/Consulate personnel.

a. VISAS: You must have a visa to enter Saudi Arabia. When you apply for your Saudi visa, please request a Diplomatic Visa annotated as an assignment visa, repeat, an assignment visa. Dependents require diplomatic visas annotated as resident visas. Neither you nor your dependent(s) should be issued a visitor's visa. Please check your passport before traveling to ensure that you have the correct visa. If you are not certain that you have the correct visa, please fax a copy of it to Human Resources for review. The fax number in Human Resources is 011-966-1-488-7765. If possible, bring with you a copy of the visa request submitted to the Saudi Embassy. An incorrect visa may cause long delays in customs processing of unaccompanied air baggage (UAB) and household effects (HHG). Also no resident ID (IGAMA), multiple exit reentry permits, or driver's license can be issued to you or your dependents unless you have, the correct visa.

b. VISAS FOR DOMESTIC HELP: Domestic workers in Saudi Arabia require a work visa. To obtain a work visa, domestics must be "sponsored" by their employers. According to Saudi regulations, the Embassy cannot arrange sponsorship for your domestic worker prior to your arrival. When you arrive in Riyadh, the Human Resources Office will first obtain resident permits (IGAMAs) for you and your family. Only when you have your IGAMA will Human Resources be able to apply for your domestic's work visa. Processing time for the work visa ranges from two to four weeks. To facilitate processing of the work visa, you should bring a copy of your domestic's passport and two passport size photos of him/her (black/white matte). Generally, the Saudi Government does not grant work visas for single female domestic help under the age of thirty years. The Ministry of Foreign Affairs allows entry of one domestic for each direct-hire American employee.

c. PHOTOS: Please bring four(4) non-glossy, color photos (2 x 3 in) for your Saudi residence permit (IGAMA). Children 17 years of age and under must be photographed with their mother. Men who wish to obtain a Saudi driver's license should also bring four(4) non-glossy, non-Polaroid black/white or color photos (1 x 1 in). The photos employees obtain at the Department of State during consultations are usually not, repeat, not acceptable for the IGAMA, but may be used for the driver's license and other documentation requirements. Photos may be obtained locally in Riyadh, if you prefer. Photo expenses may be claimed on your travel voucher.

d. EMBASSY COMPUTER SOFTWARE APPLICATIONS: The embassy uses a Windows NT local area network for its unclassified computing needs. The PC client operating system is Windows NT 4.0 for workstations on both the unclassified PCs and classified PCs. The software, Microsoft Office PRO 97, includes Word 97 for Word Processing; Excel 97 for spreadsheet applications. Outlook 97 for e-mail, contacts and scheduling; Accesses 97 for databases; and PowerPoint 97 for presentations. Post recommends you have training on this system before arrival in Riyadh.

e. HOUSING: All embassy personnel reside in the diplomatic quarter, within one half mile of the Chancery. You will occupy either an FBO townhouse (American designed and built) or a government leased townhouse. All housing is furnished and is assigned by post's interagency housing board on the basis of rank, family size and availability. Ordinarily, you should move directly into your assigned housing upon arrival at post. All



residences are air conditioned and are furnished with the following: Refrigerator, freezer, range, oven, microwave oven, water dispenser, washer/dryer, vacuum cleaner, and a complete set of basic furniture, including one set of plastic patio furniture. Post does not provide computer stands, microwave carts, reclining chairs, card tables, or other specialized furniture. Please plan for your individual needs accordingly. Storage space is limited. Post does not provide extra storage space for personal effects that will not fit in your assigned housing. Upon arrival, you will receive a hospitality kit containing basic household items, such as dishes, cooking utensils, iron, ironing board, and linens. The welcome kit should be returned to GSO upon arrival of your UAB shipment.f. SCHOOL: The American International School - Riyadh (AIS-R) is a private school with an application and registration process similar to that of a private school in the United States. The Community Liaison Officer will inform the school in advance of the number of new students to expect and their approximate grade, but children must be physically present in Riyadh to register. Applications are not accepted through the mail or from a second party. All records and transcripts from schools previously attended must be presented in person to the registration office. Post recommends all documents be hand carried. Entrance testing to determine grade placement is required. In addition to AIS-R, Riyadh has a Multinational School and schools that offer British, French, and German curricula.g. STORAGE SPACE: As previously indicated, storage space is limited. Be advised that storage areas are limited in post housing and no commercial storage facilities are available. Discretion should be used in selecting which HHE items you send to post.h. As per Department's recommendation (State 178721) and post policy, Embassy Riyadh is a smoke free work place.i. If we can be of any further assistance in making your move smoother or if you have questions that were not covered. Please feel free to address such questions to either the Human Resources Officer or Community Liaison Officer at one of the following addresses:1. VIA APO: American Embassy, Unit 61307, APO AE 09803-13072. VIA POUCH: American Embassy 6300 Riyadh PL(DOS), Department Of State, Washington DC 20521-63003. VIA INTL MAIL: American Embassy, P.O. Box 94309, Riyadh 11693, Saudi Arabia4. BY FAX 011-966-1-488-7765/488-79395. You may also send questions or receive further information by sending an email to GSO.ITGBL Local Agents:Country: Saudi ArabiaPost: Dhahran Bureau: NEALocal Agents:3) International Commercial Business Est. (CBE)P.O Box 1930 Dammam 31441 Kingdom of Saudi ArabiaPOC: Jamal Tyebjamal@cbemovers.comTel: 966 13 817 77262) Four Winds Saudi Arabia LimitedP.O. Box 5921, Dammam 31432Kingdom of Saudi ArabiaPOC: Mohammed kaiser KhanEmail: kaiser@fourwinds-ksa.comFax: 966 3 857 48411) East & West ExpressP.O. Box 718, Dammam 31421Kingdom of Saudi ArabiaMohammed Yousufuddin Email: Mohammed.Yousufuddin@ewexpress.com.saTel: 966 3 8346647 X 207, 234Fax: 966 3 8342327Post: Jeddah Bureau: NEALocal Agents:2) Four Winds Saudi Arabia LTDP.O. Box 4223, Jeddah 21491Kingdom of Saudi ArabiaTel: +966 2 654 7111Fax: +966 2 6547222Anis Al- Shanti,Branch ManagerEmail: anis@fourwinds-ksa.comRaoul R. Katigbak (Import rates inquiry and quote –Personal Effects)Email: impjed@fourwinds-ksa.comMunadel Hudali (Import/ Export – Official shipment)Email: sfjed@fourwinds-ksa.comDharn Murali (Export rates inquiry and quote –Personal/official)Email: expjed@fourwinds-ksa.comWebsite: www.fourwinds-ksa.com1) East and West ExpressP.O. Box 1298, Jeddah 21431Kingdom of Saudi ArabiaPOC: Jameel Ahmed, Branch ManagerEmail: jameelahmed@atco.com.saPOC: P. Moidu/ Sr. Sales ExecutiveE-mail: EWEJEDSales@atco.com.saE-mail: moido@atco.com.saPOC: Syed Hussain Khan/ Sea freight – import & exportE-mail: sayed@atco.com.saPOC: Mohammed Ameeruddin/ Air freight – import& exportE-mail: Ameeruddin@atco.com.saPOC: N. Skreekant/ Operations ManagerEmail: sreekant@atco.com.saTel: 966-2-691-2204Fax: 966-2-691-3922Website: www.atco.com.sa3) Namma Cargo Services Co LTDP.O. Box 6867, Jeddah 21452Kingdom

of Saudi Arabia POC: Abdullah S. Al-Hejilan/ Deputy Regional Manager Email: a\_hejilan@nammacargo.com POC: Mohamed Afsar/ Import Email: Afsar@nammacargo.com POC: Stanley Menezes/ Freight Manager E-mail: Stanley.m@nammacargo.com Tel: 966-2-672-2645/ 672-2560/ 675-7950 Fax: 966-2-674-2799 Website: www.namacargo.com 4) Orient Transport Company, Ltd. P.O. Box 6983, Jeddah 21452 Palestine Street, 1st floor, Al-Ajlan Building Kingdom of Saudi Arabia POC: Omar Ismail, Import Customs Email: omar.ismail@kuehnenagel.com Tel: 966-2-644-6655 Fax: 966-2-660-0223 Riyadh Bureau: NEA Local Agents: 3) Move One Relocations P.O. Box 250670, Riyadh 11391 Kingdom of Saudi Arabia Web: www.moveoneinc.com POC: Lamis Omar Scheduling Office Tel: 966-11-2884175 Cell: 966-548-0823171) Four Winds, Saudi Arabia LTDP .O. Box 8654, Riyadh 11492 Kingdom of Saudi Arabia Website: www.fourwinds-ksa.com POC: Mr. Rasheed Ali Regional Manager Tel: 966-11-454-4080/8215 Fax: 966-11-454-6656 Email: Rasheed@fourwindsksa.com Gen email: impruh@fourwindsksa.com POC: Mr. Celso M Detalo Admin. Manager Tel: 966-11-454-4080/8215 Fax: 966-11-454-6656 Email: celso@fourwinds-ksa.com 2) East & West Express P.O. BOX 8077, Riyadh 11482 Kingdom of Saudi Arabia Website: www.atco.com.sa POC: Mr. Faisal Alamoudy Regional Manager Tel: 966-11-810-0760 X 100 Email: Faisal.alamoudy@atco.com.sa POC: Mr. Anwar-Ul-Haq Qadri Scheduling Office rTel: 966-11-810-0760 X 115 Fax: 966-11-214-0757; Email: Anwar@atco.com.sa

## General Instructions: SENEGAL (SN)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: TSDK, DOS)Department of State Consignment"Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.DakarGSO Contact Information:Dwight Samuels SamuelsDA@state.gov+221338794210; 221 33 879 44FSN Contact Information:Souleymane Diagne; Amadou DiagneS@state.gov;touread@state.govTel: 221-33-829-2369Group Email:Dakarshipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOS arranged shipments: Contact DOS.DOD arranged shipments: "In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOS arranged shipments: Contact DOS.DOD arranged shipments: "In accordance with the Joint Travel Regulations."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD arranged shipments: The JTR identifies Dakar, Senegal as having a consumable goods allowance authorized. Validate consumables allowance authorization within the JTR. DOS arranged shipments: Contact DOS.

#### a. ALCOHOLIC BEVERAGES

Small amounts may be imported.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

May be imported. They must have had a rabies shot within the last 30 days and a veterinarian's certificate of good health signed within 24 hours of departure.

**7. PRIVATELY OWNED FIREARMS (POF)**

Importation is PROHIBITED.”

**a. HAND GUNS**

Importation is PROHIBITED.”

**b. RIFLES/SHOT GUNS**

Rifles and shotguns may be imported; however, they can not be automatic or semi automatic. Contact RSO office for license.

**c. TOY RELATED GUNS**

“No restrictions identified.”

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

“Importation is PROHIBITED.”

**8. PRIVATELY OWNED VEHICLES (POVs)**

“No restrictions identified.”

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

One POV can be imported duty free.

**b. MOTOR CYCLES/MOPEDS**

Mopeds (up to 125cc) can be shipped with personal property but must be declared separately as they are not considered POVs. Motorcycles (greater than 125cc) must be shipped separately. Do not ship with HHG as they are considered POVs. Customs duties not exempted. To be paid.

**c. GASOLINE/CATALYTIC CONVERTERS**

Remove catalytic converter.

**d. INSURANCE AND SAFETY REQUIREMENTS**

“No restrictions identified.”

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

“No restrictions identified.”

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

“No restrictions identified.”

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

#### a. CBS

Licenses cannot be obtained for CB radio use; therefore, recommend they not be shipped.

#### b. AMATEUR/HAM RADIOS

"No restrictions identified."

#### c. MARS EQUIPMENT

"No restrictions identified."

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Senegal should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Senegal.

### 13. OTHER

DOS arranged shipmentsITGBL Agents:Post: Dakar Bureau: AFLocal Agents:Worldwide Movers SenegalSARLContact: Adja Issa NgoneBopAddress: CITE YOFF PALENE RESIDENCE No.7Dakar,SenegalTel : +221-33-860 6000 Mob +221-77-541-1495Mail: office.senegal@wwmaf.coCapable of handling all shipment types, includingPOVs and GOVsAGS Frasers SenegalAv. Malick SyBP: 2704 - Dakar, SenegalPOC: Manager : Didier BERTAYCell Phone : 00 221 777401282email manager-senegal@agsfrasers.com\*\*\* Bonded Facility \*\*\*Capable of handling all shipment types, includingPOVs and GOVsKAPIO GROUPContact: BallaNdiayeAddress: Ouest Foire, Face CICES B.P 4358Dakar, SenegalOffice: +221 33869 3626Cel: +221 77 375 6811Email 1: kapiro@orange.snEmail 2:exploitation@kapiro.snCapable of handling all shipment types, includingPOVs and GOVsASSAB FORWARDINGFASS PAILLOTE BAT 64C Apt.CPostal code 13500DAKAR SENEGALDUNS 559917436OFFICE TEL 00 221 33 822 41 39Mobile N° 00 221 77 644 03 26Main contact email: maguette.dabo@assabforwarding.com ; assabforwarding@gmail.comsalimata.mbaye@assab-forwarding.com;saba.coulibaly@assab-forwarding.comTransadi (POV only)Transit-Transport -Manutention29 Boulevard de la LibérationDakar SenegalTel: 221-33-822-78-50Email: contact@transadi.com;Tel: 221-77-638-62-63 .

## General Instructions: SERBIA (RS)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) For DOS arranged moves: Contact (GBLOC: UKDK DOS) Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Belgrade Michael S Warfield; AGSO Rich Warfield MS@state.gov; richarddc@state.gov 381-11-706-4268 FSN Contact Information: Aleksandar Stefanovic StefanovicA@state.gov +381 11-706-4122; cell: +381-6 Group Email: BLGGSOShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

The JFTR/JTR identifies Belgrade, Serbia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010) A. Uniformed Service Member<sup>1</sup>. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).<sup>2</sup> Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee<sup>1</sup>. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).<sup>2</sup> Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

Television system is PAL. Recommend only multi-system TVs and VCRs be brought into country.

#### c. OTHER (i.e. COMPATIBILITY, ETC)



Electricity in Serbia and Montenegro is 220 Volt, 50 Hertz. Transformers are available in family housing, but are limited.

## 5. FURTNITURE, OVERSIZED

"No restrictions identified."

## 6. PETS/QUARANTINE

Please advise USDAO Belgrade/American Embassy Belgrade Transportation Section if large pets will be brought into country.

## 7. PRIVATELY OWNED FIREARMS (POF)

Firearms must be packed in separate crate. Serial number, caliber, and number of barrels must be provided to Embassy before shipment is made. Obtaining license for carrying and using firearms is a complicated and time-consuming procedure.

### a. HAND GUNS

"No restrictions identified."

### b. RIFLES/SHOT GUNS

"No restrictions identified."

### c. TOY RELATED GUNS

"No restrictions identified."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) Have POVs shipped to either Rotterdam or Antwerp. Under no circumstance should POVs be shipped to Rijeka, Croatia, for transshipment to Begrade.(2) Croatia and Serbia and Montenegro have no diplomatic relations, a POV cannot come to Belgrade via Croatia. Croatia must not be used as a shipping point for Belgrade. Shipping instructions applicable to POVS headed to Belgrade must be updated and corrected to show shipment routing to be Rotterdam. The POV can easily then be shipped via truck to Belgrade or picked up.

### b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

### c. GASOLINE/CATALYTIC CONVERTERS

“No restrictions identified.”

#### d. INSURANCE AND SAFETY REQUIREMENTS

“No restrictions identified.”

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“No restrictions identified.”

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“No restrictions identified.”

### 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

#### a. CBS

“No restrictions identified.”

#### b. AMATEUR/HAM RADIOS

“No restrictions identified.”

#### c. MARS EQUIPMENT

“No restrictions identified.”

#### d. DISH ANTENNAS

“No restrictions identified.”

#### e. CORDLESS PHONES

“No restrictions identified.”

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Serbia and Montenegro should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Serbia and Montenegro.

### 13. OTHER

DOS Arranged ITBL Local Agents: SerbiaPost: Belgrade Bureau: EURLocal Agents:Orbit  
SerbiaMaja PašićGeneral ManagerOrbit Serbia: +381 61 62 73 133;  
pasic.maja@orbit.rsWeb:www.beinoglou.gr www.orbit.rsAGS BelgradeVisnjicka  
9111060 Belgrade, SerbiaTel: +381 11 2085917Email: bojan.stojadinovic@ags-  
globalsolutions.comContact: Bojan Stojadinovic, Branch ManagerWebsite:

www.agsmovers.com Matrix Relocations D.O.O. Zarka Obreskog 2311273  
Belgrade Serbia VAT: 100102359 Website: <https://matrixrelo.com/> Operations: Jovica  
Grujic - Head of Operations Matrix Relocations (Serbia, Montenegro and Bosnia and  
Herzegovina) +381 11 848 0573 (d) +381 11 848 68 68 (f) +381 65 332 8341  
(m) [jovica.grujic@matrixrelo.com](mailto:jovica.grujic@matrixrelo.com) Gosselin Mobility Vision 4 Logistics d.o.o. Ivana Đaje  
14 Nikola Cvorovic – Head of moving department 11000 Belgrade, Serbia Mobile no.:  
+381 60 667 7608 E-mail: [nikola.cvorovic@v4l.rs](mailto:nikola.cvorovic@v4l.rs) Website: [www.v4l.rs](http://www.v4l.rs) Move One Relocations  
D.O.O. Jurija Gagarina 3211070 Belgrade, Serbia POC1: Marija Milutinovic, Operations  
coordinator, mobile +381 63 216459 POC2: Danijel Lackovic, Regional Manager - BALKANS &  
CENTRAL ASIA, mobile +385 91 4442371 Tel: +381 11 4235525 Email 1:  
[marija.milutinovic@moveoneinc.com](mailto:marija.milutinovic@moveoneinc.com) Email 2: [danijel.lackovic@moveoneinc.com](mailto:danijel.lackovic@moveoneinc.com) Website:  
[www.moveoneinc.com](http://www.moveoneinc.com) Santa Fe Relocation Services Belgrade D.O.O. (Was Interdean) Zitna  
28 Belgrade - Dobanovci Serbia POC: Misa Matic Email 1:  
[misa.matic@santaferelo.com](mailto:misa.matic@santaferelo.com) Email 2: [belgrade@santaferelo.com](mailto:belgrade@santaferelo.com) Tel: +381 11 35 36 350 Fax:  
+381 11 35 36 352 Website: [www.santaferelo.com](http://www.santaferelo.com)

## General Instructions: SEYCHELLES (SC)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO)DOS arranged moves:Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD arranged shipments: Validate consumables allowance authorization within the JTR DOS arranged shipments: Contact DOS

**a. ALCOHOLIC BEVERAGES**

"No restrictions identified."

**b. CIGARETTES/TOBACCO PRODUCTS**

"No restrictions identified."

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"No restrictions identified."

**a. HAND GUNS**

"No restrictions identified."

**b. RIFLES/SHOT GUNS**

"No restrictions identified."

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Seychelles should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Seychelles.

**13. OTHER**

None.

## General Instructions: SIERRA LEONE (SL)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged moves: Contact (GBLOC: TCDZ, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.It has just been implemented that, any shipment must be scanned through Intratec before clearance through customs.GSO Contact Information:FreetownGSO Contact Information:Beau Garrett GarrettBP@state.govTel: +23299105220FSN Contact Information:Francis Wonnie WonnieFH@state.govTel: +232 99905150Group EmailFreetownGSOShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

To ensure that lift vans fit into steamship containers, dimensions should not exceed 8 feet in length, 6 feet 10 inches in height and 6 feet in width.

#### c. HARD LIFT AREA

Hard lift area for Air Force and Marines.

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS



a. Provide a copy of original government bill of lading (GBL), inventory and other related shipping documents to the shipping and customs department at the General Services Office (GSO) American Embassy, Freetown. Estimated value of property shipped should be reflected on customs declaration duty free forms pertaining to the respective shipment(s) and also pieces, weight and cube must be annotated on the bill of lading in order for American Embassy Freetown/GSO to accomplish customs franchise documentation for clearance of shipment(s) through Sierra Leone customs. HHG, POV, UB and Consumable shipment are cleared within one week. Carrier must ensure a copy of the original GBL, copy of the airway bill (AWB) and inventory of shipments are made available to the servicing local agent before and upon arrival of the shipments to preclude customs clearance delays. Shipments, HHG/UB, POV and Consumables, if sent directly to Post must be consigned to: AMERICAN AMBASSADOR (EMPLOYEE'S INITIALS) AMERICAN EMBASSY, FREETOWN, SIERRA LEONE.

### 3. CONSUMABLES

DOD and DOSJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Freetown, Sierra Leone as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

“No restrictions identified.” . However voltage used in Sierra Leone is 220-240/50Hz.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

“No restrictions identified.”

**5. FURTNITURE, OVERSIZED**

“No restrictions identified.”

**6. PETS/QUARANTINE**

a. Members assigned to Sierra Leone can bring their family pets. Pets defined as dogs and cats only. Only four pets can be imported. b. Advance notification is required. Pets require a US Public Health Certificate of vaccination against rabies and State of Health Certificate not more than one month old at the time of shipment. No quarantine is required.

**7. PRIVATELY OWNED FIREARMS (POF)**

“Importation is PROHIBITED.” Privately - owned firearms may not be imported to Sierra Leone without prior written permission from the Chief of Mission approval (info to the Regional Security Officer and the Embassy General Services Officer) prior to bringing a shotgun to post and are prohibited from importing any other personally owned weapon/firearm.

**a. HAND GUNS**

“Importation is PROHIBITED.”

**b. RIFLES/SHOT GUNS**

“Importation is PROHIBITED.”

**c. TOY RELATED GUNS**

“Importation is PROHIBITED.”

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

“Importation is PROHIBITED.”

**8. PRIVATELY OWNED VEHICLES (POVs)**

Ship surface only. POV must be containerized consigned to American Ambassador, American Embassy, Freetown, Sierra Leone.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

Authorized personnel may import free of duty no more than one vehicle for the personal use of the member. However, you may import a second or third vehicle, but member is liable to pay the 20 percent import tax and local port handling charges. The host government ministries of Foreign Affairs and International Co-operation, and the Ministry of Finance defines a motor vehicle as automobile or motorcycle with engine power exceeding 1.5 HP. Personnel must be 18 years old and possess a valid permit to operate automobiles and motorcycles. POV must be inspected by the Sierra Leone Road Transport Authority for compliance and thus requires registration according to Sierra Leone traffic laws. POVS. Ship surface only. Pov must be containerized consigned to American Ambassador, American Embassy, Freetown, Sierra Leone, with employee initials.

#### b. MOTOR CYCLES/MOPEDS

“No restrictions identified.”

#### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gasoline is not available in Sierra Leone. Removal of the catalytic converter is necessary.

#### d. INSURANCE AND SAFETY REQUIREMENTS

All vehicles operated in Sierra Leone must have at least third party liability insurance obtained through an insurance company licensed to do business in Sierra Leone, before it can be registered and approved by the Sierra Leone government to be on the road. Third party Insurance policy.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“No restrictions identified.”

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“No restrictions identified.”

### 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

#### a. CBS

“No restrictions identified.”

#### b. AMATEUR/HAM RADIOS

“No restrictions identified.”

#### c. MARS EQUIPMENT

“No restrictions identified.”

#### d. DISH ANTENNAS

“No restrictions identified.”

**e. CORDLESS PHONES**

“No restrictions identified.”

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personal contemplating retirement, separation or relocating dependents to Sierra Leone should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Sierra Leone.

**13. OTHER**

DOS arranged shipments: ITGBL Local Agents:Sierra LeonePost: Freetown Bureau: AFLocal Agents:3) Premium Logistics63 Bathurst StreetFreetownSierra LeoneTel: 23276636659Email: Info@premiumlogistics-sl.comPOC: Charles A. Samai1) MAERSK Sierra Leone7 Bathurst StreetFreetown, Sierra LeonePOC: James. M. Heyburn, Managing DirectorTel: 232 22 228 725Email:Max.Kanu@maersk.comMoses.Bangura@maersk.comThomas.Matturi@maersk.com5) International Freight Forwarders9 College RoadCline TownFreetownSierra LeoneTel:+23276520046/+23279419241Email: l.gbla@iffsl.sls.bangura@iffsl.slPOC: Lamin Gbla/ Saidu Bangura2) SEA AND LAND SERVICES LTD.SLSA Building, Cline TownFreetown, Sierra LeonePOC: Mrs. Elma Johnson, Managing DirectorTel: 232 76 800 048Email: elma.johnson@bollore.com4)EHS Sierra Leone26 Pademba RoadFreetownSierra LeoneTel:+23278571725/+23288797151Email: ehsfnasales@limezone.net/www.ehs.frPOC: Jimi Coker

## General Instructions: SINGAPORE (SG)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.d.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS. OTHER Shipments with a pickup date on or after 01-Apr-2018, QENQ (JPPSO-Japan) is the servicing destination GBLOC for shipments transported between CONUS and Singapore under the Special Solicitation Program in DPS. All outbound shipments from the Singapore Area with a pickup date of 01-Apr-2018 or later will be booked by JPPSO Yokosuka Japan (QENQ). All inbound shipments to the Singapore Area with a RDD of 01-Apr-2018 or later will be consigned to JPPSO Yokosuka Japan (QENQ). (CH 31-Aug-2020 TCJ9-OH-Pacific RB)

#### a. WEIGHT RESTRICTIONS

All personnel are authorized the full HHG weight allowance in JTR, paras. 5200-B, 5646-A, and 3110-A2. (CH SDDC-PAC 15-Sep-2015 RB) UNACCOMPANIED BAGGAGE(UB): Accompanied Civilians are authorized UB NTE 350 pounds net weight for each adult and dependent age 12 or older, and 175 pounds net weight for each child under age 12 (JTR, par. 5656-B2) except when air transportation of UB is used, JTR, par. 5656-B4 or JTR, par. 7065-I applies. The UB total transported by air (or any expedited mode) must not exceed 1,000 lbs. net weight. Unaccompanied Civilians are authorized UB NTE 350 pounds net weight. (CH 08-JAN-2018 TCJ4-HB-PAC RB)

#### b. CONTAINER/CRATING REQUIREMENTS

To ensure that lift vans fit into steamship containers, dimensions should not exceed 8 feet in length, 6 feet 10 inches in height and 6 feet in width.

#### c. HARD LIFT AREA

Hard lift area for Air Force and Marines.

#### d. UNACCOMPANIED BAGGAGE

Use only Code 8 for all UB air shipments. Singapore DOES NOT have a DPM contract.(CH 08-JAN-2018 TCJ4-HB-PAC RB)

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

For detailed information, please visit the following website:<https://www.customs.gov.sg/businesses/importing-goods/controlled-and-prohibited-goods-for-import>(CH SDDC-PAC 24-Apr-2015 RB)a. All proper documents pertaining to members HHG UB shipments must be coordinated with the agent of the Transportation Service Provider (TSP) in Singapore to clear shipments upon arrival. Delay in clearing will cause payments of high demurrage at the port and high storage fees at the airport. Annotate on PPGBL: TSP agent must notify the responsible PPSO upon arrival of personal property shipments and prior to delivery to residence or placing in storage. (CH)b. Singapore Customs randomly select containers and is authorized to open, inspect, and check any personal property crates packages in the presence of the responsible representative of the TSP without the approval of the member, but will notify the destination PPSO of their actions. The Singapore customs authority requires all personal property to be imported within 6 months of member first arrival.c. For USDAO and ODC, Republic of Singapore (RIDK): (1) Email copy of PPGBL, DD Form 1299, and copy of travel orders to GSO\_Shipping@state.gov. (CH 18-Nov-2020 TCJ9-OH-Pac RB) (2) The Embassy is responsible for Foreign Area Officer and active DoD military personnel assigned to the US Defense Attache Office (USDAO), and Office of Defense Coordination (ODC), US Embassy. (CH)d. For NAVSUP Fleet Logistics Center Yokosuka Site Singapore, Republic of Singapore (QENQ): (1) Mail copies of PPGBL, DD Form 1299, and copy of travel orders (PCS) to TMO, US FLC YOKO SITE Singapore, ATTN: Personal Property Division, PSC 470 Box 2150, FPO AP 96534-0222 (CH 08-JAN-2018 TCJ4-HB-PAC RB) (2) NAVSUP FLC YOKOSUKA SITE Singapore is multi-service and is responsible for personal property shipments for the Exchange program and military student exchange personnel, except diplomatic Foreign Area Officers and active DoD military personnel (USDAO and ODC, US Embassy). (CH)PLANT RESTRICTIONSFor more detailed information, please visit the following website:<https://www.nparks.gov.sg/services/plant-health-services/bringing-plants-and-plant-products-into-singapore>

## 3. CONSUMABLES

For a detailed list, please visit the following website:<https://www.customs.gov.sg/businesses/importing-goods/controlled-and-prohibited-goods-for-import>(CH SDDC-PAC 24-Apr-2015 RB)

#### a. ALCOHOLIC BEVERAGES

The importation of liquor exceeding duty-free concession is subject to the payment of Duty and Goods and Services Tax (GST) even if it is meant for personal consumption. However, if the quantity in excess of duty-free concession exceeds 10 litres, customers are required to arrange with a local freight forwarding agent to declare a Customs In-Payment "Duty and GST" (IPT-DNG) permit to pay the Duty and GST for the liquor on behalf of the customer. For quantities not exceeding 10 litres, customers are required to proceed to the Singapore Customs Tax Payment Office to declare the liquor for tax payment. For more detailed information, please visit the following

website:<https://www.customs.gov.sg/businesses/importing-goods/import-procedures/>

#### b. CIGARETTES/TOBACCO PRODUCTS

PROHIBITED ITEMS INCLUDE: Chewing tobacco (loose leaf chewing tobacco, plug chewing tobacco, twist chewing tobacco, tobacco bits intended for chewing) Imitation tobacco products (electronic cigarettes, vaporisers) and components of imitation tobacco products Shisha Smokeless cigars, smokeless cigarillos or smokeless cigarettes Dissolvable tobacco or nicotine Any product containing nicotine or tobacco that may be used topically for application, by implant or injected into any parts of the body Any solution or substance, of which tobacco or nicotine is a constituent that is intended to be used with an electronic nicotine delivery system or vaporizers Nasal snuff Oral snuff Gutkha, khaini and zarda For more detailed information, please visit the following

website:<https://www.customs.gov.sg/businesses/importing-goods/controlled-and-prohibited-goods-for-import>

#### c. COSMETICS

Please refer to the website listed in paragraph 3.(CH SDDC-PAC 30-NOV-2012 RB)

#### d. FOOD STUFFS AND MEATS

Please refer to the website listed in paragraph 3.(CH SDDC-PAC 30-NOV-2012 RB)

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Please refer to the website listed in paragraph 3.(CH SDDC-PAC 30-NOV-2012 RB)

### 4. ELECTRICAL EQUIPMENT

(Examples of PROHIBITED telecommunication equipment) Scanning receivers Military communication equipment Telephone voice changing equipment Radio-communication equipment operating in frequency bands 880-915 MHz, 925-960 MHz, 1900-1980 MHz and 2110-2170 MHz except cellular mobile phones or such other equipment approved by the Info-communications Media Development Authority of Singapore Radio-communication jamming devices operating in any frequency band Obscene articles, publications and video tapes or discs Seditious and treasonable materials For more detailed information, please visit the following website:<https://www.customs.gov.sg/businesses/importing-goods/controlled-and-prohibited-goods-for-import>

#### a. HOME COMPUTERS

There are no restrictions. However, Singapore runs on 220V/50HZ cycle power which could present problems or equipment damage. Convertible transformers are provided to base housing occupants or can be purchased locally. (CH)

#### b. TVs/VCRs

There are no importation restrictions. However, Singapore runs on 220V/50HZ which could present problems or equipment damage. Convertible transformers are provided to base housing occupants, or can be purchased locally. (CH)



### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

## 5. FURTNITURE, OVERSIZED

a. All DoD personnel MUST be counseled that Commercial Storage in Singapore is almost non-existent. Most condominiums or apartments cannot accommodate large furniture items. Items may not fit through doorways, staircases, elevators or windows. Customers may incur excess cost to dispose of or relocate excess or oversized furniture. To avoid unnecessary and expensive commercial storage, large furniture items and major appliances such as a washer, dryer, gas range, freezer, refrigerator, large couches, large sofas and king-size bed sets should be placed in NTS at origin for the duration of the overseas tour. (CH 08-JAN-2018 TCJ4-HB-PAC RB)

b. Major appliances are furnished in both Government Quarters and Off-Base Housing (local economy) upon request from the command-sponsored DoD customer. Individuals should contact their sponsors or their gaining command to inquire about housing and the availability or non-availability of government furnishings. (CH 08-JAN-2018 TCJ4-HB-PAC RB)

## 6. PETS/QUARANTINE

(a) For USDAO and ODC, Republic of Singapore (RIDK): Personnel planning to bring a cat or dog to Singapore should contact GSO Shipping at email [GSO\\_Singapore@state.gov](mailto:GSO_Singapore@state.gov) for information. More detailed and the latest step-by-step guidelines on pet importation can be found on the Animal and Veterinary Service (AVS) website

at:<https://www.nparks.gov.sg/avs/pets/bringing-animals-into-singapore-and-exporting/bringing-in-and-transshipping-dogs-and-cats/general-information>(CH 18-Nov-2020 TCJ9-OH-Pac RB)

(b) For SINGAPORE AREA COORDINATOR (QENQ): Personnel planning to bring a cat or dog to Singapore must contact the gaining sponsor at least 6 weeks prior to their departure to obtain an import license and making arrangement for booking quarantine space at Jurong Animal Quarantine Station. Provide your gaining sponsor with the sex, age, breed, color and name of pet. (c) Dogs and cats coming from a few countries and the USA (except Guam and Hawaii) can be eligible for 10-day quarantine. Most animals from other countries are subject to 30-day quarantine. Clearance and quarantine costs are quite expensive. The Government of Singapore in 2011 implemented further rules regarding the importation of certain types of domesticated animals, and as a result, certain breeds of dogs are not allowed to be imported into Singapore. Other breeds, while permitted, require the owner to purchase an insurance policy for a minimum sum of S\$100,000 coverage against injury to persons and damage to property, with a S\$2,000 banker's guarantee. A pet owner of one of these breeds may also need to undergo basic obedience training by an AVA-accredited dog trainer. The owner will have one year from the issue date of their dog license to complete the training. The import requirements are strict and in some cases require steps that need to be taken 4-6 months prior to arrival. All pets imported must comply with Singapore AVA's veterinary condition which includes requirements such as health certification, quarantine and inspection by AVA. Starting 1 January 2010, AVA has implemented a new set of import and quarantine requirements as part of their rabies risk management approach to the importation of dogs and cats into Singapore. The new import requirements involve re-categorizing countries according to the rabies risk posed by different countries. As there is only one quarantine station and is always heavily booked, you are advised to submit your reservation early. It is always advisable to use the services of a pet company, who will coordinate the whole importation process. Recommend you plan your pet's arrival on a weekday. Pets arriving on Sundays or



public holidays will be kept at the airport airfreight center and will only be transferred to the Changi quarantine station on the next working day.(CH 18-Feb-2016 SDDC-PAC RB)

## 7. PRIVATELY OWNED FIREARMS (POF)

No firearms may be shipped into Singapore without prior approval from the appropriate agency the member is assigned to. Based upon an individual's official duty requirements, approval may be obtained to ship a maximum of one shotgun or rifle. Further requirements imposed by the Government of Singapore include advance approval and an import permit which can be obtained from Arms and Explosives Branch, where all firearms are held without license or until license is granted. Applicants for a firearm license must be members of either the Singapore Gun Club or the Singapore Rifle Association and, at time of application, must indicate where and under what control the weapon will be stored. If the firearm is not required for official duty, members are prohibited from shipping POF.

### a. HAND GUNS

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### b. RIFLES/SHOT GUNS

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### c. TOY RELATED GUNS

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### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

For more detailed information, please visit the following websites:[http://www.spf.gov.sg/licence/AE/others/List\\_AE.pdf](http://www.spf.gov.sg/licence/AE/others/List_AE.pdf)<http://www.spf.gov.sg/licence/AE/FAQ/AE.html>(CH SDDC-PAC 30-Nov-2012 RB)

## 8. PRIVATELY OWNED VEHICLES (POVs)

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### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) For FLC YOKOSUKA SITE Singapore, Republic of Singapore (QENQ): For all military and DoD civilian personnel, shipment of POV and MOTORCYCLES are PROHIBITED. (CH) (2) For USDAO and ODC: All imported cars registered in Singapore MUST comply with the EURO VI or JPN 2009 emissions standards set by the National Environment Agency (NEA). As such, Singapore does not permit the importation or registration of left-hand drive vehicles made for the U.S. market. Importation of a POV requires approval from the Ministry of Foreign Affairs and MUST be done within the first SIX months of arrival into Singapore. Please contact the GSO Shipping office at email address [GSO\\_Singapore@state.gov](mailto:GSO_Singapore@state.gov) to obtain the latest procedure on POV importation and registration PRIOR to the shipment of a POV.

### b. MOTOR CYCLES/MOPEDS

All military and DoD civilian employees (to include USDAO and ODC) are NOT authorized shipment of mopeds into Singapore. (1) Military and DoD civilian employees are PROHIBITED from importing motorcycles in their household goods and as a POV. (CH) (2) For USDAO and ODC: All imported motorcycles/scooters registered in Singapore must comply with the following exhaust emission standards: a) Euro IV compliant for two-wheeled (with engine capacity more than 200cc) and three-wheeled registered from 1 January 2018; or b) Euro IV compliant for two-wheeled (with engine capacity equal to or less than 200cc) registered from 1 January 2020. (CH 18-Nov-2020 TCJ9-OH-Pac RB) Importation of a motorcycle/scooter requires the Ministry of Foreign Affairs approval and MUST be imported within the first six months of arrival into Singapore. A MOTORCYCLE IS CONSIDERED A POV for Duty-free importation and registration purposes. Please contact the GSO Shipping office at email address [GSO\\_Singapore@state.gov](mailto:GSO_Singapore@state.gov) to obtain the latest procedure on importation and registration PRIOR to shipment of a motorcycle/scooter.

### c. GASOLINE/CATALYTIC CONVERTERS

1. For RINL, FLC YOKOSUKA SITE Singapore, shipment of POV is PROHIBITED. (CH) 2. For RIDK, US Embassy personnel, request contact DAO for latest information on gasoline/catalytic converters, before authorization is granted for shipment of POV. (CH)

### d. INSURANCE AND SAFETY REQUIREMENTS

1. Insurance costs and road taxes for POVs should be in the range of S\$1,600 to S\$2,000 annually. (CH) 2. A safety officer assigned to the Regional Office will provide training to all incoming personnel on guidelines, safety rules, and requirements for driving a POV and riding motorcycles in Singapore. (CH)

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Videotapes/tapes/magazines: Government of Singapore enforces very stringent censorship laws of printed and videotaped materials. The law goes beyond limiting "X" rated materials, even generally accepted magazines are not available in Singapore and importation is prohibited. The Censorship Board implements high fees for review and erasure of videotapes. Recommend these items not be shipped into Singapore. Importation of tapes/videotapes for personal use is authorized, but care should be taken to discuss the limits with your sponsor, but should be strictly discouraged. If authorities demand to review or erase videotapes, a very high fee is charged. It should be highlighted there were some instances where members had one too many videotapes in their personal property shipment and were required to appear personally at a Censorship Board to rectify the issue. (CH)

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

PROHIBITED ITEMS INCLUDE: Rhinoceros horn (worked, unworked or prepared and any part, power or waste of such horn) Endangered species of wildlife and products derived from the body of such animals For more detailed information, please visit the following website: <https://www.customs.gov.sg/businesses/importing-goods/controlled-and-prohibited-goods-for-import>

## 11. TRANSMITTING EQUIPMENT

**a. CBS**

No such equipment should be shipped into Singapore without prior approval from the Singapore Authorities. Equipment must specifically meet importation and licensing requirements. (CH)

**b. AMATEUR/HAM RADIOS**

No such equipment should be shipped into Singapore without prior approval from the Singapore Authority. Equipment must specifically meet importation and licensing requirements. (CH)

**c. MARS EQUIPMENT**

No such equipment should be shipped into Singapore without prior approval from the Singapore Authority. Equipment must specifically meet importation and licensing requirements. (CH)

**d. DISH ANTENNAS**

Importation of TV satellite dishes is PROHIBITED.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Separatees, retirees and relocating dependents must have in their possession an International Passport prior to arrival in Singapore. Personnel contemplating retirement, separation, or relocating dependents to Singapore should be counseled that all customs entry requirements, to include payment of duties and taxes, remain the responsibility of the member and is a personal matter between the member and the Government of Singapore. MAILING OF PERSONAL PROPERTY: For mailing of Personal Property, an authorization letter from the origin PPSO is required, including receipts from the Postal Officer, to which must be attached the required disbursing form to substantiate request for reimbursement.

**13. OTHER**

For other related questions, request you contact your gaining sponsor of your unit, or the responsible PPSO for further clarification. (CH)

## General Instructions: SINT MAARTEN (SX)

### 1. SHIPMENT INSTRUCTIONS

No restrictions identified.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restrictions identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No restrictions identified.

**a. HAND GUNS**

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

No restrictions identified.

**13. OTHER**

No restrictions identified.

## General Instructions: SLOVAKIA (SK)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) Shipments to NFIU-Slovakia:EURO Theater CPPSO assumes administrative support for NATO Force Integration Unit (NFIU) for destinations in Slovakia. Consign ALL HHG and UB shipments for DOD Members NOT assigned to American Embassy/Consulate Bratislava Slovakia to 405th AFSB, Unit 23152, Attn: BASOPS Transportation Division, Kaiserslautern, GE, APO 09054 as the destination installation Block 20. Consignee information, GBL Block 18 should read city in Slovakia. Counseling services, including scheduling pickup and delivery of personal property will be provided by PPPO Wiesbaden, Germany. Instruct customer to contact PPPO Wiesbaden, Germany at DSN: 546-6082; Commercial: +49 (0) 611-143-546-6082 immediately upon arrival at their new duty station. DO NOT SHIP VIA DPM. DO NOT USE GERMANY (GE) RATES. Shipments will be OTO consigned to member or member's agent at destination address or unit of assignment. Advance shipping documents must be emailed to BASOPS Transportation, Kaiserslautern, Germany, usarmy.rheinland-pfalz.405-afsb.mbx.basops-inbound@mail.milFor DOS arranged moves: Contact (GBLOC: VUDK American Embassy)

Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:BratislavaWilliam Sands SandsWC4@state.gov421-2-5922 3398FSN Contact Information:Robert Jurenka JurenkaR@state.gov00421 2 5922 3483

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"In accordance with the Joint Travel Regulations." Size and weight of the shipment depends on airline/shipping company restrictions.

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. To facilitate prompt custom clearance in Slovakia, it is important the words "Diplomatic Shipment" or "Diplomatic Cargo" appears on shipping documents and as part of the address on shipping containers.  
b. To ensure custom clearance, employees should provide to GSO/Custom & Shipping prior to arrival the make, model, VIN numbers, engine numbers/sizes and estimated values of POVs.  
c. Member must be in country, register with the Ministry of Foreign Affairs (MFA), and have obtained diplomatic ID card in order to have personal shipments cleared. UAB and HHG should not arrive at post prior to the arrival of the member in the country.  
d. Administrative and Technical Staff (A&T staff) are limited to 6 months duty free entry of personal shipments in order to set up their first residence since entering the territory of the Slovak Republic.

## 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

Consignee can import quantity only for personal use.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipment of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements. Consignee can import quantity only for personal use.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

## 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS



Local power is 220 Volts/50 Hz. US manufactured computers require a transformer. Post strongly recommends the use of a Uninterrupted Power Supply (UPS). No restriction identified.

#### b. TVs/VCRs

No import restrictions identified. See below for compatibility issues.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

Local electrical power is 220/50 Hz. Local European Channels are in PAL or NICAM format. US televisions use 110/60 Hz and use NTSC format. US TVs can operate here with a transformer, but will only receive European channels in Black and White.

### 5. FURTNITURE, OVERSIZED

“No restrictions identified.”

### 6. PETS/QUARANTINE

A certificate of rabies inoculation is required for all pets. A health certificate issued within the last 10 days is also required.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restriction on importation; however, special permission from the local authorities is required prior to use of these items. Advance approval from the Chief of Mission is required prior to importing firearms in country.

#### a. HAND GUNS

No restriction on importation; however, special permission from the local authorities is required prior to use of these items. Advance approval from the Chief of Mission is required prior to importing firearms in country.

#### b. RIFLES/SHOT GUNS

No restriction on importation; however, special permission from the local authorities is required prior to use of these items. Advance approval from the Chief of Mission is required prior to importing firearms in country.

#### c. TOY RELATED GUNS

“No restrictions identified.”

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No restriction on importation; however, special permission from the local authorities is required prior to use of these items. Advance approval from the Chief of Mission is required prior to importing firearms in country.

### 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) Please provide the following information about your POV to the shipping section when arrive at post: year of production, make, model, VIN, engine number/size, color and approximate value. (2) The following changes may be necessary (in accordance with the applicable Slovak Motor Vehicle Law): (a) Low beam headlights may have to be replaced (b) Rear fog light must be installed (c) Rear mud-flaps must be installed (d) All cars are required to have side mirrors on both sides of the car (3) The above listed modifications can usually be done by local repair shops or by the local dealer or representative handling your type of vehicle for a comparable or cheaper cost than the US.

#### b. MOTOR CYCLES/MOPEDS

Motorcycles/mopeds can be shipped in personal property. However, they must be specified on separate inventory list, including VIN, engine number, and estimated value for customs purposes. They are not considered POVs and can be imported duty-free. Any motorcycle/moped over 50 cm<sup>3</sup> is subject to the Police registration.

#### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

#### d. INSURANCE AND SAFETY REQUIREMENTS

Local Liability Insurance required. Based on engine size, current annual costs are: Up to 1300cm<sup>3</sup> Sk 1,920.00 From 1300cm<sup>3</sup> to 1800cm<sup>3</sup> Sk 3,420.00 From 1800cm<sup>3</sup> to 2500cm<sup>3</sup> Sk 5,700.00 From 2500cm<sup>3</sup> and more Sk 8,640.00

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

#### a. CBS

"No restrictions identified." on importation; however, special permission from the local authorities is required prior to use of these items.

#### b. AMATEUR/HAM RADIOS

"No restrictions identified." ; however, special permission from the local authorities is required prior to use of these items.

**c. MARS EQUIPMENT**

"No restrictions identified." ; however, special permission from the local authorities is required prior to use of these items.

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personal contemplating retirements, separation or relocating dependents to the Slovak Republic should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Slovak Republic.

**13. OTHER**

DOS Arranged ITBL Local Agents: Slovak Republic Post: Bratislava Bureau: EUR Local Agents:4, MOVE One s.r.o Vajnorska 100-B83104 Bratislava, Slovakia  
Email: Erika.kruzlicova@moveoneinc.com Phone: +421 2 63531303, +421 905 790  
308 FALCON Int. s.r.o Panonska Cesta 9 Bratislava 851 04 homola@falcon-group.sk +421  
908 840077 Santa Fe Relocation Mlynske Nivy 77,821 05, Bratislava Phone number: 02/204  
008 44 Office Slovakia@Santaferelo.com Email: Monika.Blahova@Santaferelo.com, 0907709  
622 Email: Adam.Zrelak@Santaferelo.com, 0911 2169223, AGS Worldwide  
movers Pristavna 10, Bratislava 82109, Slovakia Email :  
justas.cemnolonskas@agsglobalsolutions.com Tel: +421 918 462578

## General Instructions: SLOVENIA (SI)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) Department of State Consignment.(GBLOC: UFDK American Embassy)"Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:LjubljanaStephen White WhiteSL3@state.govTel: 386 1 200 5622FSN Contact Information:Igor Tezak TezakI@state.govTel: 386 1 200 5628Group email:ljubljanashipping@usdos.onmicrosoft.com

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified." . Size and weight of the shipment depends on airline/shipping company restrictions.

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

a. ALCOHOLIC BEVERAGES

"No restrictions identified."

b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

c. COSMETICS

"No restrictions identified."

d. FOOD STUFFS AND MEATS

"No restrictions identified."

e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

4. ELECTRICAL EQUIPMENT

"No restrictions identified."

a. HOME COMPUTERS

"No restrictions identified."

b. TVs/VCRs

"No restrictions identified."

c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

5. FURTNITURE, OVERSIZED

"No restrictions identified."

6. PETS/QUARANTINE

"No restrictions identified."

7. PRIVATELY OWNED FIREARMS (POF)

"No restrictions identified."

a. HAND GUNS

"No restrictions identified."

**b. RIFLES/SHOT GUNS**

"No restrictions identified."

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Slovenia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Slovenia. When processing application and GBL, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

### 13. OTHER

DOS Arranged ITBL Local Agents: SloveniaPost: Ljubljana Bureau: EURLocal Agents:1)  
VATOVEC RelocationCufarjeva 51000 LjubljanaSloveniaT: +386 1 430 1340F: +386 1 430  
1344E: vlado@vatovec.siwww.vatovec.siMember of FIDI - IAM – FEDEMAC\*\* bonded  
facility \*\*2) Schenker d,d,Brnciceva 511231 LjubljanaPhone: +386 1 5885 713Fax:  
+386 1 5885 797Mobile phone: +386 30 315 739Email address:  
milan.zabjek@dbschenker.comWeb site <https://www.dbschenker.com/si-sl>

## General Instructions: SOLOMON ISLANDS (SB)

### 1. SHIPMENT INSTRUCTIONS

DEPARTMENT OF STATE (DOS) ARRANGED MOVES.EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:a.ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797. b.ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)). c.SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.d.AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.(Note: Initial input of country instructions by USTC Pacific J9, 06DEC23, TF)

#### a. WEIGHT RESTRICTIONS

No Restrictions Identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified. There is no restriction on weight or size or type of containers. The two most common types of containers are the 20 and 40-foot ocean containers. See the following link for more information <https://www.customs.gov.sb/index.jsf>. There are no limitations on size or weights of shipping lift vans and crates as long as total shipment weight is within the maximum allowable amount for which the customer is eligible. CONSIGNMENT DETAILS (OCEAN /SURFACE SHIPMENTS).1. Consign To/Consignee: U.S. EMBASSY HONIARA, Blums Building, by the Port of Honiara, Honiara, Guadalcanal, Solomon Islandstelephone: +677-23426, Fax: +677-27429, Email: EmbassyHoniara@state.gov Mark for: (Customer Name) Tel: +677 23426 "Diplomatic Shipment" 2. Notify Party: U.S. EMBASSY HONIARA, Blums Building, by the Port of Honiara, Honiara, Guadalcanal, Solomon Islandstelephone: +677-23426, Fax: +677-27429,Email: EmbassyHoniara@state.gov or HoniaraInquiry@state.gov or GSO Ms. Hilda Riria Management Clerk, Email: RiriaHB@state.gov U.S Embassy, Honiara, Solomon Islands, Commonwealth Street, Tel: 677-234263. Markings on Crates/containers and Lift vans: U.S. EMBASSY HONIARA, Blums Building, by the Port of Honiara, Honiara, Guadalcanal, Solomon Islandstelephone: +677-23426, Fax: +677-27429, Email: EmbassyHoniara@state.gov .Mark for: (Customer Name) "Diplomatic Shipment"



### c. HARD LIFT AREA

No Restrictions Identified.

### d. UNACCOMPANIED BAGGAGE

ACCOMPANIED AND UNACCOMPANIED BAGGAGE. 1. Reference the Ministry of Foreign Affairs and External Trade (MFAET) Protocol Handbook. 2. Accompanied Baggage: Searches are authorized under Article 36 of the VCDR and Article 50 of the VCCR. The personal baggage of members of the Corps or diplomats shall be exempt from inspection, unless there are serious grounds for presuming that the baggage contains articles prohibited by law from import or subject to quarantine regulations of the receiving state. Members of the Corps are asked to cooperate with any requests to inspect baggage, in circumstances where it is determined that an examination of personal baggage is necessary. A search will be carried out as quickly and discreetly as possible. A diplomatic or career consular officer is entitled to refuse permission to airline security personnel to search his or her personal baggage prior to departure but, as would be the case for any other travelers, the airline would be under no obligation to carry officers refusing a search and may refuse to allow that person to board the aircraft. MFAET understands that it is practice of airlines to refuse to carry any passenger who will not give permission for searches. The only exception is the official diplomatic bag which is sealed and clearly marked as such (refer to chapter 14). All other materials are subject to inspection. 3. Unaccompanied baggage: The Post appreciate details documents of the shipments to be received at least one week or more prior to arrival at destination so officials can help track the shipment and support customs clearance to avoid any issue that will cause a delay in customs clearance process.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No Restrictions Identified. Clearances depends on which shipping agent was selected to do clearance for the shipment. The bill of Lading, Airway bill, and the list or inventory for the House Hold Effects (HHEs) or the cargo will be required in order to follow up. For a timely manner in processing, these documents must be provided as soon as possible. Once shipment is identified as "Diplomatic package," the shipping agent will then provide a C44 form. This form has to be certified by the Head of Mission and Ministry of Foreign Affairs for Customs to go ahead with Clearance and exemption. These documents must be faxed or emailed to Post prior to scheduled shipment arrival.

## 3. CONSUMABLES

No restrictions identified. Please refer to the JTR, to determine customer eligibility if the destination Country is an Authorized Consumable Goods Allowance Location.

### a. ALCOHOLIC BEVERAGES

Alcohol and Tobacco Products. Diplomatic Missions and International Organizations are permitted to import a limited amount of Alcohol and Tobacco Products for official use, which will be exempt from taxes. Limitations for entitled Posts and International Organizations per year are: a. Missions and posts for official use: 420 liters of spirits, liqueurs or spirituous liquors, 2,000 liters of beer and 40,000 cigarettes; b. Privileged individuals for personal use: One half the above missions and post entitlements. c. Amounts of alcohol and tobacco purchased by Missions or privileged persons exceeding these limits will be taxed.

**b. CIGARETTES/TOBACCO PRODUCTS**

Please see restrictions above for Alcohol and Tobacco Products.

**c. COSMETICS**

There are no restrictions as long as these items are for personal use.

**d. FOOD STUFFS AND MEATS**

Please contact Quarantine Division at the Ministry of Agriculture and Livestock to obtain permit prior to importation or receiving of such stuffs and meats. The office of the Ministry of Agriculture can be reach by telephone at – 00677 24657 or email [tloloito@biosecurity.gov.sb](mailto:tloloito@biosecurity.gov.sb). All food items such as meat, eggs, vegetables, nuts, and pet food must be declared to Customs upon arrival.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified as long as these items are declared for personal use.

**4. ELECTRICAL EQUIPMENT**

No Restrictions Identified.

**a. HOME COMPUTERS**

No Restrictions Identified.

**b. TVs/VCRs**

No Restrictions Identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No Restrictions Identified.

**5. FURTNITURE, OVERSIZED**

No Restrictions Identified.

**6. PETS/QUARANTINE**

Pet owner must apply for Import Permit to the Ministry of Agriculture and Live Stock. There are fee charges for the services of import, inspection, and treatment. They can be reach by telephone at 00677 24657 or email [tloloito@biosecurity.gov.sb](mailto:tloloito@biosecurity.gov.sb). Once permit is approve, pet owner may then inform the Pet Importer of the details. Honiara has only one Veterinarian (Vet) Clinic. It is called Island Vet Clinic and Surgery. The Vet Clinic can be reach by telephone at 00 677 24206, Cell 00 677 73 13256 or email [vet@vethoniaraclic.com.sb](mailto:vet@vethoniaraclic.com.sb). The recommend vet nurse will then accompany the pet owner to take delivery of the animal upon arrival at the airport. Once airport bio security documents are satisfied the pet or pets can be reunited with the pet owner straight after arrival.

**7. PRIVATELY OWNED FIREARMS (POF)**

Private owned firearms are prohibited.

#### a. HAND GUNS

Restricted.

#### b. RIFLES/SHOT GUNS

Restricted.

#### c. TOY RELATED GUNS

No Restrictions Identified.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Restricted.

### 8. PRIVATELY OWNED VEHICLES (POVs)

No restrictions identified. Contact Post for details information on shipment, prior to shipment. Reference Ministry of Foreign Affairs (MFA) Protocol: 10.3 Import of a Motor Vehicle 10.3.1 Vehicles eligible for Goods Tax Exemption. Solomon Islands has zero tax import tariffs on motor vehicles but vehicles imported to Solomon Islands do attract Goods Tax. Exemption from Goods Tax is granted on imported vehicles eligible for Diplomatic/Consular/Official staff licensing. Application to import a vehicle under this privilege must be made to Protocol using MFA 602 form. 32 10.3.2 Import Entitlements Staff with full Diplomatic or Consular Privileges. Single privileged staff may import one Goods Tax-exempt vehicle. A second Goods Tax-exempt vehicle is permitted if three years have lapsed since the first vehicle was imported, or any Goods Tax owing on the first imported vehicle has been paid. Privileged Staff with officially recognized family members who are eligible to drive, may import and own up to two Goods Tax-exempt vehicles at any one time. Those vehicles may only be replaced if three years have passed since the original import, or any Goods Tax owing is paid. The above restriction on importation applies only to Goods Tax-exempt vehicles. There is no restriction on importation of vehicles if Goods Tax is paid.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

No Restrictions Identified.

#### b. MOTOR CYCLES/MOPEDS

No Restrictions Identified.

#### c. GASOLINE/CATALYTIC CONVERTERS

No Restrictions Identified. Normal refilling (Sales) Diesel and Petrol (gasoline) are available in Honiara.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Third-party liability insurance is mandatory. The Post will assist with vehicle registration, third-party insurance, and obtaining a Solomon Islands driver's license.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Prohibited from importation.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Restricted. These items are considered as restricted goods under Solomon Islands customs provisions. If items are found to be imported or exported without the relevant authority the individual maybe subject to prosecution, a fine and the seizure of the restricted goods. Ministry of Agriculture and Live Stock is responsible to provide the requirements of how to import or export wild life and plants. For more inquiries, please send an email to this email address [tloloito@biosecurity.gov.sb](mailto:tloloito@biosecurity.gov.sb).

## 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

### a. CBS

No Restrictions Identified.

### b. AMATEUR/HAM RADIOS

No Restrictions Identified.

### c. MARS EQUIPMENT

No Restrictions Identified.

### d. DISH ANTENNAS

No Restrictions Identified.

### e. CORDLESS PHONES

No Restrictions Identified.

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

a. Personnel contemplating retirement, separation relocating or relocating dependents to Solomon Islands should be counseled that all customs entry requirements to include payment of duties, taxes, customs inspection fees, port handling fees, port storage fees, etc., remain the responsibility of the member or their receiving agent and is a personal matter between the member and the Government of the Solomon Islands. The member should contact the nearest Consulate or Embassy for information regarding customs and quarantine entry requirements prior to shipment of their property or POV. Origin transportation offices must mark personal property (HHG, UB, privately owned vehicle (POV)) as belonging to a Retiree, Separatee, or Relocating Dependent on the Bill of Lading and other shipment documents to advise the destination agent and Transportation Office that the shipment belongs to a Retiree, Separatee, or Relocating Dependent. Consign personal property directly to the customer at their local address in the Solomon Islands.

b. SHIPPER CERTIFICATION: The customer must be counseled by the origin ITO/TMO that the Government of

the Solomon Islands Customs and Importation requirements is a personal request by the customer to the Solomon Islands Government. The certification below must be in a memorandum form with one copy given to the customer, one copy retained by the origin ITO/TMO, and a third copy attached to the shipping documents and packing list (DD Form 1299 or DD Form 788) on all shipments. "I, (customer's name), certify that I am aware that all customs entry requirements remain a personal matter between me and the Solomon Islands Government. I am, further, aware that my shipment is subject to a thorough inspection. I will pay corresponding duties and taxes as determined by the Bureau of Customs and storage charges my shipment will incur. This extends and applies to, and also covers and includes, all unknown, unforeseen, unanticipated and unsuspected Customs Duties, Taxes, Port Storage and/or Demurrage Charges. I am aware that I am entitled to 90 days of storage in transit, for HHGS and UB, at the carrier's agent warehouse upon release of my shipment from Customs. The carrier's agent can assist with customs formalities and will arrange for delivery, perform unpacking, and upon my request will do a one-time placement of furniture in my residence, at no cost to me." c. For additional information on country importation requirements the member/customer should contact the Solomon Island Customs Office at website: <https://www.customs.gov.sb/index.jsf>.

### 13. OTHER

US Embassy contact information: Mailing address: U.S Embassy, Honiara, General Services Assistant, ATTN: Ms. Hilda Riria PO Box 1194, Commonwealth Street, Honiara, Solomon Islands Telephone: 677 23426 Note: The U.S. Embassy in Honiara, Solomon Islands does not currently provide routine or emergency services to U.S. citizens. Such services are provided by U.S. Embassy Port Moresby, Papua New Guinea. See the contact information below. U.S. Embassy Port Moresby Harbour City Road, Konedobu Port Moresby, Papua New Guinea Mailing Address: PO Box 1492, Port Moresby, N.C.D. 121, Papua New Guinea Telephone: +(675) 308 9100 Emergency After-Hours Telephone: +(675) 7200-9439 Email: ConsularPortMoresby@state.gov

## General Instructions: SOMALIA (SO)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: TMDZ, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS: MogadishuTwo pieces of excess luggage (maximum of 50 pounds each, when PCSing en-route to post only). Excess luggage is in addition to authorized luggage outlined in 14 FAM 568.1.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified." Refer to the State department.

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.DOS: MogadishuUAB consisting of 250 pounds gross weight.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD and DOS For: Mogadishu, SomaliaJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Mogadishu, Somalia as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).

2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

Special Recognition Package Mogadishu Somalia

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"No restrictions identified."

**a. HAND GUNS**

"No restrictions identified."

**b. RIFLES/SHOT GUNS**

"No restrictions identified."

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"No restrictions identified."

**8. PRIVATELY OWNED VEHICLES (POVs)**

DOS: Mogadishu Emergency storage of POV is authorized

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**



"No restrictions identified."

a. CBS

"No restrictions identified."

b. AMATEUR/HAM RADIOS

"No restrictions identified."

c. MARS EQUIPMENT

"No restrictions identified."

d. DISH ANTENNAS

"No restrictions identified."

e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Somalia. When processing application and GBL shipment must be consigned to member's residence in country or to the destination agent facility.

## 13. OTHER

None

## General Instructions: SOUTH AFRICA (ZA)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) DOS arranged moves: Contact (GBLOC: TQDK, USDAO, TRDK, American Cons) Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Pretoria\_GSO\_Shipping\_LES-DL@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

All military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Personnel on the diplomatic list are eligible for the exemption of customs and excise tax for the duration of their tour. Staff not on the diplomatic list (Administrative/Technical Staff members) are only entitled to duty free entry for the first 6 months of their tour. Shipment of personal property and privately-owned vehicle (POV) must be scheduled to arrive in South Africa within 6 months of

member's arrival. Full diplomatic staff (Attaché and above) can import at any time during their tour of duty. For PRETORIA: Copies of Ocean Bills of Lading, airway bills, packing list, weight certificate, passport and travel orders must be sent by email to the American Embassy, Pretoria, office Pretoria\_GSO\_Shipping\_LES-DL@state.gov. Telex release preferred. Original Bills of Lading must be sent via express courier service to American Embassy, 877 Pretorius St, Arcadia, Pretoria 0083, South Africa, at (27) (12) 431 4000. c. For CAPE TOWN: Copies of Ocean Bills of Lading, airway bills, packing list, weight certificate, passport and travel orders must be sent by email to the American Consulate, Cape Town, at capetown\_gso@state.gov. Telex release preferred. Original Bills must be sent by express courier to American Consulate General, 2 Reddam Avenue, Westlake, Cape Town, 7945, +27 (21) 702 7300. Customs clearance is handled by Embassy General Services Officer (GSO) upon arrival of property in the country. Pre-clearance will be initiated on receipt of copy documents.

### 3. CONSUMABLES

DOD arranged shipments: Validate consumables allowance authorization within the JTR. DOS arranged shipments: Contact DOS.

#### a. ALCOHOLIC BEVERAGES

"Importation is PROHIBITED."

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

A license is required to operate.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

South African regulations governing the importation of pets are stringent. Individuals wishing to ship a pet to South Africa should contact the Embassy's General Services Office immediately upon notification of assignment in order to ascertain the most current regulations of the country from which the pet will be shipped and to apply for the necessary import permit. These regulations are strictly enforced. Failure to comply could result in the pet's entry being refused. Quarantine restrictions have been imposed on many countries concerning shipment of pets to South Africa. The earliest possible notification of intent to import a pet is essential to secure quarantine kennel space and to apply for the necessary import permit.

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED." Local purchase is limited to one(1) rifle and one (1) shotgun per family member of legal hunting age 16 years and over.

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

(1) The South African Government's allows the duty-free importation of two(2) vehicles per married member and one(1) vehicle per single member, regardless of how many licensed drivers are in the family. A vehicle imported duty-free cannot be sold duty-free for a period of 2 years from the date of importation. (2) Left-hand drive vehicles registered anywhere in the world on January 01, 2000 or later, may not be imported. Left-hand drive vehicles registered anywhere before

January 01, 2000 may be allowed to be imported, providing the vehicles are exported upon completion of the member's tour of duty. (3) Right-hand drive vehicles registered anywhere in the world on January 01, 1997 or later, may not be imported without presentation of a compliance certificate. The ECE and EEC standards are equivalent to South African standards. Right-hand drive vehicles registered before January 01, 1997, may be allowed to be imported, providing the vehicles are exported upon completion of the member's tour of duty. (4) Members must apply for a "Letter of Authority" from the South African Bureau of Standards before any vehicle is shipped to South Africa. (5) All motor vehicles must be containerized before shipment to preclude pilferage and damage in transit. POVs should be consigned to American Embassy, Pretoria, South Africa, via the port of Durban and marked for the member. The original Ocean Bill of Lading must be sent by express courier service to the General Service Office, American Embassy, 877 Pretorius St, Arcadia, Pretoria, 0083, telephone at (27)(12)342-1048. A copy of the Bill of Lading must be faxed to the General Services Office on (27)(12)342-2190/6165 to apply for duty free entry of the vehicle prior to arrival. (6) Telegraphic/facsimile advice must be forwarded to post providing engine and chassis number, color, value and engine capacity of the vehicle.

#### b. MOTOR CYCLES/MOPEDS

In South Africa, motorcycles are considered to be vehicles, and must be declared to Customs Office upon arrival in the country. Motorcycles must be clearly identified on the packing list by make, model and engine number, as well as on the Ocean Bill of Lading/airwaybill, in order to obtain a Bill of Entry upon arrival. Motorcycles cannot be registered unless a Bill of Entry has been issued. Prior approval for importation is required from South African Bureau of Standards. Provide post with the same information as requested for POVs in advance of the arrival of the consignment.

#### c. GASOLINE/CATALYTIC CONVERTERS

Leaded and unleaded gasoline are readily available.

#### d. INSURANCE AND SAFETY REQUIREMENTS

A minimum of third party liability insurance is available.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

#### a. CBS

A license is required to operate.

#### b. AMATEUR/HAM RADIOS

"No restrictions identified."

#### c. MARS EQUIPMENT

A license is required to operate.

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to South Africa should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of South Africa.

### 13. OTHER

DOS arranged shipments: ITGBL Agents\*Bond facility\*HHE\*UAB: Johannesburg Bureau: AF Local Agents: Pickford Removals, Lords View Pickford Removals, Lords View Industrial Park, oak Road, 1619 Chloorkop South Africa Tel 27 11 847 3300; POC Suresh Daniel mail: central.shipping@pickfords.co.za,Stuttaford Van lines Lords view Industrial Park oak road 1619 Chloorkop South Africa POC Marinda Redpath e mail usembassy@stuttafordvanlines.com, tel 27 11 206 1500, AGS Removals, 2 Oak Road,Lords View Industrial Park, Chloorkop 1682, Johannesburg, POC Minneke Hopgood, e mail usembassy.jhb@ags-globalsolutions.com, telephone number 27 11 541 9000.

# General Instructions: SOUTH GEORGIA AND THE SOUTH SANDWICH ISLANDS (GS)

## 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

Effective 1 April 2010 GBLOC TQDK (Pretoria) shipments for DOD and U.S. Coast Guard Personnel assigned to the Diplomatic Mission in Pretoria must be routed per the special instructions in PPCIG GBLOC TQDK Instructions.

### a. WEIGHT RESTRICTIONS

ARMY PERSONNEL: (a) Accompanied & Unaccompanied tour: 25 percent of full JFTR weight allowance or 2,500 pounds, whichever is greater. (b) UB shipments via expedited mode (commercial air), maximum of 1,000 net pounds including PBP&E is authorized (see JFTR U5320B).

(c) The administrative weight restriction does not apply to the Defense Attache Officer (DAO). The DAO is authorized to ship full JFTR weight allowance. (see JFTR U5315C.1.c.)

### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

### c. HARD LIFT AREA

All military services. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

## 3. CONSUMABLES

No restrictions identified.

### a. ALCOHOLIC BEVERAGES

No restrictions identified.

### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

### c. COSMETICS

No restrictions identified.

### d. FOOD STUFFS AND MEATS

No restrictions identified.

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

## 4. ELECTRICAL EQUIPMENT

No restrictions identified.

### a. HOME COMPUTERS

No restrictions identified.

### b. TVs/VCRs

No restrictions identified.

### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

## 5. FURTNITURE, OVERSIZED

No restrictions identified.

## 6. PETS/QUARANTINE

No restrictions identified.



**7. PRIVATELY OWNED FIREARMS (POF)**

No restrictions identified.

**a. HAND GUNS**

No restrictions identified.

**b. RIFLES/SHOT GUNS**

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

No restrictions identified.

**13. OTHER**

No restrictions identified.

## General Instructions: SOUTH SUDAN (SS)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged moves: Contact (GBLOC: JUBA, DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. OTHER Household goods shipments to Juba, South Sudan are moved via air, Code 6. JUBA does not receive transoceanic flights, shipments must be routed via Nairobi International Airport and port of discharge is JUBA. Please consign all shipments to U.S. Embassy USAID JUBA, C O: AGENCY or Employee Name, ATTN: EXO GSO Shipping Unit, Juba, South Sudan, PLEASE NOTE all cargo must be identified as DIPLOMATIC CARGO under contents. Send the shipping Documents (T A-AWB OBL-P L) copies to JubaGSOShipping@usaid.gov. Send original documents to be couriered via DHL or TNT to: US Embassy USAID JUBA, EXO GSO Shipping Unit, Off Line: 202-216-6279 Ext: 273 197, Juba, South Sudan Air freight port of entry is Nairobi International Airport and port of discharge is JUBA Sea freight(HHE, CNS, SUPPLIES AND GOV) for posts that have direct shipping lines to Kenya, port of entry is Mombasa and port of discharge is JUBA. CONSIGNEE: U.S. EMBASSY USAID JUBA C O: AGENCY or Employee Name ATTN: EXO GSO Shipping Unit, OFF Line: 202 216-6279 Ext: 273 197, Cell Phone +211-912117835 +211 912 134 648; Juba, South Sudan Sea freight(HHE, CONS, SUPPLIES and GOV) for posts that do not have direct shipping lines to Kenya, port of entry is Mombasa via ELSO and port of discharge is JUBA.& Consignee: US Consulate General(ELSO) NOORDENRLAN147-10A, Atlantic House 2030 Antwerp, Belgium, Tel: +232-540-2011, FAX: +323-540-2040; NOTIFY: U.S. Embassy USAID JUBA, C O AGENCY or Employee Name, ATTN: EXO GSO Shipping Unit Off Line: 202 216-6279 Ext: 273 197, +211-912117835; +211 912 134 648; Juba, South Sudan For all sea freight to Juba post please avoid using SSL (Sudan\Saudi Shipping Line, we prefer to use Maersk, MSC or PIL. Please make sure to put JUBA as the port of discharge on the final shipping documents (AWB)\(OBL) CONSGINE all shipments to U.S. Embassy USAID JUBA, C O Agency or Employee Name, ATTN: EXO GSO Shipping Unit, Juba, South Sudan GSO Contact Information:JubaJENNIFER CHEBOI JCHEBOI@USAID.GOV+211-912-118-033FSN Contact InformationSEBIT TOMBE; COSMAS KA STOMBE@USAID.GOV/CKAWUA@USAID.GOV+211-912-117-887,+211-912-1Group EmailJUBAUSAIDSHIPPING@USAID.GOV

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

All crates for household goods and combustibles must be new type II, triple banded and totally waterproof. Cardboard boxes are totally unacceptable due to extensive handling as well as ;vermin problems at airfield storage ;Member is authorized to ship 750 pounds of consumable goods in addition to normal JFTR weight allowance. Pack consumables using tri wall containers. ;Size must not exceed 15 cubic feet. No single tri wall containers can weigh more than 200 lbs. gross weight. Each tri wall container when sealed must be banded twice in opposite directions (i.e., four (4) bands on each box). ;Shipping address must read U.S. Embassy USAID JUBA ;C O AGENCY or Employee ;ATTN: EXO GSO Shipping Unit Off Line: 202 216-6279 Ext: 273 197& ;Cell Phone: +211-912117835 +211 912 134 648 JUBA SOUTH SUDAN

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD and DOSJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Juba, South Sudan as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Alcohol is an allowable commodity by South Sudan customs.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements restrictions identified When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

**a. HOME COMPUTERS**

May be imported to Sudan as household goods. Import is restricted to one each; however, this has not been strictly enforced in the past.

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

a. Personal handguns are not authorized for shipment to Sudan. b. Weapons will not be shipped without prior authorization from the Ambassador and Agency Chief (USOMC or USDAO). c. Owner must be at post prior to shipment. ;Import permit must be obtained in Khartoum (Embassy will do this for the owner). Owner should bring description, serial numbers, etc., to post. Ship on a separate bill of lading airway bill and address the shipment in care of the American Ambassador with the member initials only on the shipment. ;Message should be sent to the American Embassy giving arrival data prior to shipment arrival at Juba, South Sudan.

**a. HAND GUNS**

a. Personal handguns are not authorized for shipment to Sudan. b. Weapons will not be shipped without prior authorization from the Ambassador and Agency Chief (USOMC or USDAO). c. Owner must be at post prior to shipment. ;Import permit must be obtained in Khartoum (Embassy will do this for the owner). Owner should bring description, serial numbers, etc., to post. Ship on a separate bill of lading airway bill and address the shipment in care of the American Ambassador with the member initials only on the shipment. ;Message should be sent to the American Embassy giving arrival data prior to shipment arrival at Juba, South Sudan.

#### b. RIFLES/SHOT GUNS

a. Personal handguns are not authorized for shipment to Sudan. b. Weapons will not be shipped without prior authorization from the Ambassador and Agency Chief (USOMC or USDAO). c. Owner must be at post prior to shipment. ;Import permit must be obtained in Khartoum (Embassy will do this for the owner). Owner should bring description, serial numbers, etc., to post. Ship on a separate bill of lading airway bill and address the shipment in care of the American Ambassador with the member initials only on the shipment. ;Message should be sent to the American Embassy giving arrival data prior to shipment arrival at Juba, South Sudan.

#### c. TOY RELATED GUNS

“No restrictions identified.”

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

### 8. PRIVATELY OWNED VEHICLES (POVs)

No Restrictions Identified.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) Prior to shipment, the following items are needed by the Embassy GSO: make, model, year, chassis and engine number, and port ship from name of ship, if known. ;Only one POV may be imported duty free. Shipment should be on a separate bill of lading. Due to almost impossible driving conditions from Port Sudan to Khartoum, most vehicles are trucked overland to Khartoum at a cost of approximately \$2,500, which is payable by the member (2) Shipment of a POV is authorized for all members assigned to Khartoum.& POV must be shipped to Port Sudan, Sudan. ;Vehicle should be relatively new. Toyota is the only make locally serviceable. ;Bring tools spare parts and install heavy-duty shocks. POV must be crated to preclude damage at Port Sudan. ;Vehicle will be marked in the same manner as HHG. ;Original ocean bill of lading and shipping invoice must be forwarded in advance to complete customs clearance prior to arrival of vehicle. ;Member must have valid stateside driver license to drive in Sudan. ;Overland transportation of vehicle from Port Sudan to Khartoum is approved by US Air Force and Army at Government expense.

#### b. MOTOR CYCLES/MOPEDS

Mopeds Motorcycles are considered POVs.

#### c. GASOLINE/CATALYTIC CONVERTERS



DOS arranged shipments: ITGBL Agents:South SudanPost: Juba Bureau: AFLocal  
Agents:MEBS GLOBAL REACH LTDKERI JULIUSOPERATIONS MANAGERJUBA RAHA NEXT TO  
SOUTH SUDAN CUSTOMSH/QKJULIUS@MEBS-GLOBAL.COM+211-920-477-704AGS  
SOUTH SUDANGUILLAUME DRAGONBRANCH MANAGERACCACIA VILLAGE JUBA, SOUTH  
SUDANGuillaume.Dragon@agsmovers.com.+211-920-522-227



## General Instructions: SPAIN (ES)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: UNNL PPSO NAVSUP FLCSI) NOTE: All DoD shipments in or out of Spain and Gibraltar are serviced by NAVSUP FLCSI Rota PPSO - GBLOC: UNNL.U.S Military Bases and other command destinations are as follow:- NAVSTA ROTA, SPAIN - FPO 09645, FPO 09644;- 496/LGTTH MORON Air Base - APO 09643; (Note: Moron PPSO serviced under GBLOC UNNL)- DoD Personnel assigned to American Embassy, Madrid Spain (Does NOT include Department of State personnel)- National Support Element (NATO) Torrejon - FPO 09649- National Support Element (NATO) Valencia (HQ-NRDC), Spain - FPO 09648- National Support Element (NATO) Albacete - FPO 09648- U.S. Embassy Madrid - APO 09642- Office of Defense Cooperation (ODC) Madrid - APO 09642- U.S Army and United States Air Force Cadets under PEP with Spanish Armed Forces, primarily at Academia General Militar at Zaragoza and Academia General del Aire at San Javier, Murcia.- All Separates, Retirees, and relocating family members within Spain.- DoD personnel assigned for duty to Gibraltar (See Gibaltars Country Instruction for additional information)Note 1: Ensure Government Bill Lading (GBL) blocks 18 reflects exact final destination of the shipment, and block 20 states the information of the destination servicing PPSO, GBLOC UNNL. \*\*\*\*\*Note 2: Household Goods Personal Property and Privately Owned Vehicles (POV) importation for all personnel assigned for duty to Spain (primarily to NAVSTA Rota, Moron Air Base and ODC Madrid) will be regulated under the Agreement of Defense Cooperation; (ADC) between the United States of America and the Kingdom of Spain. Under Article Forty-seven of ADC, Spanish duty free import can only be obtained when the importation is completed within SIX (6) months from members, civilian components or authorized sponsored family members first arrival to Spain. In addition, only ONE (1) motor vehicle can be imported, duty-free, tax exempted from Spanish duties. Carefully read additional details below for further guidance on POVs. Personal Property and POV importation for personnel assigned to NATO commands at Valencia, Albacete and Torrejon will be regulated under the Stationing Agreement; between NATO (SHAPE) and the Kingdom of Spain. NOTE: All DoD shipments in or out of Spain and Gibraltar are serviced by NAVSUP FLCSI Rota PPSO - GBLOC: UNNL. \*\*\*\*\*CAUTION: The principal difference between DoD and NATO personnel is that duty free import for NATO personnel can be obtained at any time while NATO members are assigned in Spain. NATO personnel are permitted to ship ONE (1) motor vehicle plus ONE (1) motorcycle, imported duty free to Spain. For Unaccompanied NATO personnel, ONE motor vehicle plus ONE motorcycle is allowed and Accompanied NATO, TWO (2) motor vehicles plus ONE (1) motorcycle permitted. Carefully read additional details below for further guidance. \*\*\*\*\*Note 3: Shipments with destination to the Spanish Balearic Islands (Mallorca, Menorca, Ibiza, Formentera and Cabrera), the Canary Islands (Gran Canaria, Tenerife, Fuerteventura, Lanzarote, La Palma, La Gomera and El Hierro) and all shipments destined to Gibraltar MUST be consigned as One-Time-Only (OTO), rate areas Code 4 and Code 8. \*\*\*\*\*Note 4: INTRATHEATER SHIPMENTS: Do not hold shipments at origin SIT for Direct Delivery to Spain unless approved by the Origin TMO/, for convenience of the member/employee or the U.S. government. Shipments MUST be consigned to final residence when known, or to destination PPSO Transportation Officer GBLOC. Holding the shipment at Origin SIT will inconvenience the member when requesting delivery due to long distance transportation from Origin, difficulty to coordinate arrival, and/or destination customs clearance challenges. Additionally, Agents can face base access difficulties to NAVSTA Rota military installation for Non-Spanish Agent/Transportation Service Provider personnel. Shipments in

destination SIT are usually delivered within one or two days after members/employees request. TSPs and Agents are encouraged to work with local agents with installation access to mitigate personal property delivery delays to members and employees. \*\*\*\*\*IMPORTANT NOTICE: Citizens with Third Country Nationalities citizens (Non Spanish or U.S.) are not allowed entry aboard U.S. Naval Station Rota or Moron Air Base without proper clearance from ODC/MAAG in Madrid, Spain and a base pass from Spanish Security department. Base access requests and information must be forwarded to ODC/MAAG at least three weeks (21) work days prior to the desired date of entry. Forward requests via message to ODC MADRID SPC or FAX to 011-34-91-5490145, ATTN: Clearance NCO. Clearance requests must contain full details, including:(a) Personnel (legal) names / country of citizenship / position / title / passport number / and copy of ID Card.(b) Full details covering purpose of visit.(c) Make / Model / Type / Vehicle Identification Number / License plate number.(d) Reason Third-Country National is requesting base entry.CUSTOMS PROCEDURES FOR INTRATHEATER HHGs SHIPMENTS.\*\*\*\*\*1. DoD personal property shipments transported within the European Union (EU) countries must be accompanied by a completed customs Form 302. When a shipment originates in Spain, the customs Form 302 is prepared by NAVSTA Rota Customs Clearance Officers (CCOs). All shipments with Form 302s, destined to Spain must be certified by the NAVSTA Rota CCO. Additionally, all inbound and outbound shipments must be inspected by Spanish Police (Guardia Civil) Authorities on the installation. Access to the military installations by third country nationals MUST to be approved by ODC, Madrid Spain.\*\*\*\*\*2. Intra-theater Agents/Transportation Service Providers may choose to move shipments to/from Spain and EU countries using a Customs Form T1. NAVSTA CCO is unable to process export T-1s, this document must be processed by a local customs broker contracted by the TSP/Agent. Household goods T-1 shipments, import or export from Spain, must be subjected to fiscal control inspection at Spanish Customs facilities, located in the city of Cadiz or at other locations coordinated by the TSP/Agents Customs Broker. TSPs/Agents will not enter or depart Spain without properly conducting all shipment import and export controls with Spanish Customs Officials (Aduanas) on NAVSTA Rota or Customs Offices designated by the contracted TSPs/Agents Broker.For DOS arranged moves:Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information:MadridLiv Kilpatrick; AGSO James Clark  
kilpatrickli@state.gov;clarksonjp@state.govTel: 34-91-587-2223FSN Contact information:Aurelio Sevillano SevillanoAX@state.govTel: 34 91 587 2221Group Email:Madrid\_GSO\_Shipping@state.govBarcelonaPilar Colorado

coloradop@state.govTel: 34 93 280 2227Carmen Cataluna catalunac@state.govTel: 34 93 280 2227None Listed

## a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." 1) DoD Personnel Assigned to NAVSTA ROTA:- Ship household goods Code 4 or Direct Procurement Method (DPM) for SIT at destination. Note: Send advance copies of all DPM shipment documentation to UNNL.- Ship Unaccompanied Baggage (UB) shipments, Code J or DPM for SIT at destination.a) Accompanied Tour personnel for all Services:- Full JFTR weight allowance (par.U-5310-B) is authorized for all branches of service.b) Unaccompanied Tour Personnel (For U.S. Marine Corps and U.S. Air Force personnel, see paragraphsC and D below):- Unaccompanied enlisted personnel in grades of E-5 and above and DoD civilians are authorized full JFTR weight allowance unless restricted in orders by their respective branch of service HQs.- Unaccompanied enlisted personnel in grades of E-4 and below MUST place household goods in Non-Temporary Storage (NTS) at origin government approved storage facilities. DO NOT ship HHGs to Spain. Members in grades, E-4 and below will be required to live in government assigned unaccompanied quarters which will NOT accommodate large unaccompanied members household goods items. If shipped, they will be placed in commercial storage at members expense after the first 90 days of government authorized storage in transit (SIT) or returned to origin long term storage (NTS) at members expense. All members should be briefed accordingly to prevent additional out of pocket expenses to the member. Note: Local long term storage is not readily available and members should plan accordingly.- UB Shipments are allowed according to individuals branch of service HQ restrictions and should consist of items which will fit in regular assigned unaccompanied government quarters.c) U.S. MARINE CORPS Unaccompanied Tour personnel:- Enlisted marine personnel in grades of E-6 and above are authorized full JFTR weight allowance unless restricted in orders by their branch of service HQs or gaining Command.- IAW local Marine Commanding Officer USMC FASTEUR Company Policy Memorandum, dated 21February 2014, enlisted personnel in grades of E-5 and below MUST place household goods in NTS at origin. DO NOT ship household goods to Spain. Members in grades, E-5 and below WILL be required to live in government assigned unaccompanied quarters which will NOT accommodate large household goods items. If shipped household goods items cannot be accommodated in the assigned unaccompanied quarters, it will be placed in local commercial storage at members expense after the first 90 days of government authorized storage in transit (SIT) or returned to origin long term storage (NTS) at member expense. All members should be briefed accordingly to prevent additional out of pocket expenses to the member. Note: Local long term storage is not readily available and members should plan accordinglyUB Shipment is allowed, provided it does not exceed a maximum of 600 lbs and should consist of items which can fit in regular government assigned unaccompanied quarters.d) U.S. Air Force Unaccompanied Tour Personnel:- Unaccompanied enlisted personnel in grades of E-5 and above and DoD civilians are authorized full JFTR weight allowance unless restricted in orders by their respective branch of service HQs.- Enlisted AF personnel E-4 and above with more than three years of service will reside off-base. Grades of E-4 (less than 3 years) and below, will reside in unaccompanied government assigned quarters. Weight restrictions apply and are regulated under the United States Air Force Supplement to the JFTR, 1 April 2002. Further restrictions may apply or reflected on members orders.NOTES for All Service Branches.Note 1: (Accompanied and Unaccompanied Tour Personnel): A temporary loaner furniture program (beds, couches, chairs, tables etc) is available until HHGs arrive. An appliance loaner program (refrigerators, washers, dryers, dishwashers, etc...) is also available for the entire length of members NAVSTA Rota tour.The Appliance Loaner

program may be utilized by personnel residing both on the installation of in off-base residential quarters. Members are encouraged to place their appliances (washer, dryer, washing machines, etc...) in long term NTS at Origin. There is no authorized government long term storage at NAVSTA Rota. Note 2: (Unaccompanied Tour Personnel Only): If at a later date, but within 6 months after arrival, unaccompanied members are approved to move out of unaccompanied government assigned quarters, shipment release from origin NTS and/or Home of Record can be requested but shipment MUST arrive in Spain, no later than 6 months from members initial arrival date in Spain, to meet duty free eligibility importation requirements. Per ODC Agreement, personal property may not enter duty free more than 6 months after members initial arrival in Spain. All waiver requests must be submitted to Installation Commander, NAVSTA Rota Spain, for ODC Madrid approval.

2) Personnel Assigned to MORON AIR BASE :- Ship household goods Code 4 or Direct Procurement Method (DPM) for SIT at destination. Note: Send advance copies of all DPM shipment documentation to UNNL.- Ship Unaccompanied Baggage (UB) Code J or DPM for SIT at destination.

a) Accompanied Tour personnel:- Full JFTR weight allowance (par.U-5310-B) is authorized. b) Unaccompanied Tour personnel:- Enlisted AF personnel E-4 and above with more than three years of service will reside off-base. Grades of E-4 (less than 3 years) and below, will reside in unaccompanied government assigned quarters. Weight restrictions apply and are regulated under the United States Air Force Supplement to the JFTR, 1 April 2002. Further restrictions may apply or reflected on member's orders.

Note 1: (Accompanied and Unaccompanied Tour personnel): A loaner furniture program (beds, couches, chairs, tables...) is available until HHGs are received. An appliance loaner program (refrigerators, washers, dryers, dishwashers, etc...) is available for the entire length of members tour at NAVSTA Rota. This program applies to personnel residing both on base and off-base. Members who own these appliances should place in NTS at Origin. There is no authorized government approved long term storage at destination. Note 2: (Unaccompanied Tour personnel Only): If at a later time, unaccompanied members are approved to move out of barracks, shipment from Non-tempstge and/or Home of Record can be requested as long as it arrives to Spain no later than 6 months from members or command sponsored dependents initial arrival, whichever occurs later, to be eligible to duty free importation. As per ODC agreement, personal property cannot clear duty free customs after being on station for more than 6 months

3) Personnel assigned to NATO Commands at Valencia, Albacete and Torrejon: Valencia, Albacete and Torrejon are remote locations, long distances from NAVSTA Rota and Moron Air Base. Personnel assigned to these NATO commands listed below do not have on base government quarters available, therefore they will reside off-base during their tours.- NCSA Sector Madrid (W2HX37)- CC Land Madrid (W3U819)- NRDC Spain (Valencia) (W2HW43)- National Support Element Spain (Valencia) (W1NB37)- 650th MI Detachment Madrid (WBWM9K)- NATO Combined Air Force Center Torrejon Air Base (UIC#42808)

a) Accompanied Tour personnel: Full JFTR U5310-B weight allowance is authorized. b) Unaccompanied Tour personnel: Full JFTR U5310-B weight allowance is authorized unless RESTRICTED on members orders or Service HQ. Inbound personnel may contact the NSE or their assigned sponsor for additional information, if required. Note for Accompanied and Unaccompanied Tour personnel: The Housing Welcoming Center at NAVSTA Rota provides a loaner furniture program (beds, couches, chairs, tables...) until HHGs arrive. An appliance loaner program (refrigerators, washers, dryers, dishwashers, etc...) is also available for the entire length of members tour. Members are encouraged to place their appliances (washer, dryer, washing machines, etc...) in long term NTS at Origin. There is no authorized government long term storage at NAVSTA Rota. Any local storage or transportation back to NTS, will be at members expense.

3) Personnel Assigned to Gibraltar (Note: See Country Instructions for Additional Information): Gibraltar is an overseas territory of the United Kingdom (UK), with the status of British Overseas Territory and autonomous capabilities of self-government. Gibraltar is located at

the southern tip of the Iberian Peninsula, east of the Bay of Gibraltar, bordered by Spain with an area of less than 3 square miles (7 sqKilometers). Taking advantage of its strategic location, Gibraltar has a British Armed Forces Naval Base, where U.S. Navy personnel are assigned. Due to Gibraltar's remote distance and border clearance challenges, all personal property shipments for U.S. military personnel assigned to Gibraltar must be shipped under One Time Only (OTO) Codes 4 or/and Code 8 rates with final consignee GBL block 18 as Gibraltar and destination PPSO GBL block 20 as NAVSUP FLCSI Rota PPSO, Spain - GBLOC: UNNL.a) Accompanied Tour personnel: Encouraged to utilize origin NTS entitlement due to limited size of government and local commercial quarters. Government assigned quarters is extremely limited. For a family with (1) one child, 2-bedroom is available; a family with (2) two children over the ages of 10, 3-bedrooms are available. Note: Members should apply for government quarters, ideally, 4 to 6 months prior to arrival or checking-in. Sponsors of members assigned to Gibraltar can provide additional information. b) Unaccompanied Tour personnel: Government assigned quarters for single/unaccompanied members are available with furniture and appliances. Quarters have a bedroom, bathroom and small sitting area. Furniture will not be allowed into Gibraltar unless a medical condition exists. All HHGs items must be placed in origin NTS until completion of tour in Gibraltar. Unaccompanied baggage shipment with a maximum of 600 lbs, plus members authorized professional books, papers and equipment (Pro-Gear;) for unaccompanied U.S. Navy personnel. Note for Accompanied and Unaccompanied Tour personnel: Shipment of Privately Owned Vehicles (POV) is authorized. POVs should be shipped to Vehicle Processing Center (VPC) at Rota, Spain. VPC Rota will coordinate delivery or pickup directly with the member. Members who shipped POVs should coordinate delivery or pickup with the VPC or contact the Rota PPSO for assistance. All personnel are reminded that vehicles in Gibraltar drive on the left side of the roadway and most vehicles in Gibraltar are right hand drive vehicles. American made vehicle parts are not readily available so members should plan accordingly for long lead times when ordering vehicle parts. DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

See restrictions for Unaccompanied enlisted members in grades E1 thru E-4.2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS.2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS The Agreement of Defense Cooperation (ADC), Article Forty-seven (47) states: Personal effects, household goods and furniture intended for the exclusive use of members of the force or of the civilian component, or of a dependent, may, on the occasion of their initial arrival in Spain and during a period of six months thereafter, be imported into and retained in Spain free of all types of Spanish duties. All DoD personnel assigned in Spain are subject to the ADC between Spain and U.S. Forces. U.S. personnel assigned on NATO Orders to Spain under NATO Agreement may import personal effects, household goods and POVs at any time during their assigned tour for the exclusive use of the member or family



members, but the NATO member MUST have one (1) year left on tour at current assignment, when the property arrives in Spain. DOS arranged shipments: Contact DOS.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

The Agreement of Defense Cooperation (ADC), Article Forty-seven (47) states: Personal effects, household goods and furniture intended for the exclusive use of members of the force or of the civilian component, or of a dependent, may, on the occasion of their initial arrival in Spain and during a period of six months thereafter, be imported into and retained in Spain free of all types of Spanish All DoD personnel assigned in Spain are subject to the ADC between Spain and U.S. Forces. U.S. personnel assigned on NATO Orders to Spain under NATO Agreement may import personal effects, household goods and POVs at any time during their assigned tour for the exclusive use of the member or family members, but the NATO member MUST have one (1) year left on tour at current assignment, when the property arrives in Spain.

## 3. CONSUMABLES

“No restrictions identified.”

### a. ALCOHOLIC BEVERAGES

Shipment of alcoholic beverages in personal property shipments to Spain is prohibited. A limited amount of hand-carried alcoholic beverage is permitted for personal consumption. Please see the Foreign Clearance Guide (Spain Section) for guidance

### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries maybe shipped, subject to host country taxes and duties, when applicable. When guidance is unknown or undisclosed, JPPSOs/PPSOs/TMOs will request clarification by message from the responsible PPSO or Transportation Officer at destination.

### c. COSMETICS

“No restrictions identified.”

### d. FOOD STUFFS AND MEATS

“No restrictions identified.”

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Non-prescribed illicit drugs or products are strictly forbidden.

## 4. ELECTRICAL EQUIPMENT

“No restrictions identified.”

### a. HOME COMPUTERS

“No restrictions identified.”

## b. TVs/VCRs

"No restrictions identified."

## c. OTHER (i.e. COMPATIBILITY, ETC)

On-base government quarters have 110V, 60 hertz cycles. Off-base residences have 220V, 50 hertz cycles. American refrigerators and washers may be operated in off-base quarters by using transformers. American electric dryers and clock radios operated off-base will be affected by the 50 hertz cycle. Only 50 hertz cycle capable microwaves can be used off-base. NOTE: Individuals are encouraged to place non-compatible appliances and electronic items in origin NTS. An Appliance Loaner Program is provided by the Housing Office at NAVSTA Rota and Moron Air Base for on-base or off-base residents. Appliances can be used during the entire tour in Spain. NATO Command personnel are eligible to use the Appliance Loaner Program at NAVSTA Rota, if supplies are available. Appliances that depend on a heating element, such as toasters, frying pans, boilers, etc., will not be affected by the 50 Hertz Cycle electricity but will require a transformer to operate off-base. American televisions, with NTSC system can only be used off-base with AFN Satellite Reception Dish and Decoder. Only PAL frequency television or multi-system televisions will operate off-base for Spanish services and other European transmissions.

## 5. FURNITURE, OVERSIZED

a. Furniture: Extremely bulky items should not be shipped unless advised by sponsor. Government assigned quarters has moderate square footage. Apartments and houses off-base varies from small, medium and large, depending on location and your monthly housing allowance. b. Appliances: PPSO Counselors should emphasize to all members that washers, dryers, refrigerators, and stoves are furnished under the loaner furniture program by Housing Office, both on-base and off-base quarters for the entire length of tour while assigned at NAVSTA Rota, Moron Air Base and NATO Commands. These appliances should be placed in origin NTS. Government NTS is not available at NAVSTA Rota Spain. Commercial storage for the entire tour could prove cost prohibitive as well as transportation cost to ship items back to NTS in CONUS.

## 6. PETS/QUARANTINE

Standards in the following paragraphs address requirements for shipping dogs, cats, and ferrets from the United States to Spain. Ferrets are NOT accepted as pets for movement on AMC military or commercially contracted aircrafts. For information on shipments for ferrets or other exotic pets, please contact your local U.S. Department of Agriculture Field Office. NOTE: Throughout this document, the term pet or pets refers ONLY to cats and dogs. ATTENTION: An examination fee of 55 Euros per pet was implemented effective February 1, 2013, for all Non-European Union citizens, who import a pet into Spain. A. Quarantine Period: There is no quarantine period for pets entering Spain. B. Pet Identification (Standard electronic identification system with a read-only passive radio frequency identification device commonly known as a transponder Microchip): (1) Microchip should be compliant with ISO standards 11784 or 11785 (2) For non-compliant ISO standard 11784 or 11785 microchips, the owner or the designated guardian responsible for the pet must provide the required equipment (Microchip Reader/Wand) for reading non-compliant ISO microchips at the time of examination. (3) The microchip must be implanted before, primary rabies vaccination or valid rabies booster is given to the pet, prior to

travel.(a) Primary Rabies Vaccine - This is the first rabies vaccination a pet receives. For EU countries, this also applies to the first rabies vaccine given after the microchip was implanted. Rabies vaccinations received prior to the pet being micro-chipped are NOT recognized in the EU.(b) Valid Rabies Booster - A rabies booster that is given to the pet before the previous (Either after the primary rabies vaccine or another rabies booster) rabies vaccination expires.C. Pet Rabies Immunization: Cats or Dogs under three (3) months of age that are not vaccinated for rabies are not allowed entry into Spain.(1) Please refer to website <http://www.aphis.usda.gov/regulations/vs/iregs/animals/> (Enter the destination country (Spain) you will be residing in under Search Animal and Plant Health Inspection Services (APHIS)).(2) Pets less than three months of age coming from the United States may not always require the rabies vaccination IF: (a) These pets have pre-authorization from the EU member state BEFORE entering the country.(3) Any one year dose or three year dose rabies vaccine is valid as long as it is a U.S. approved vaccine, and was administered according to the manufacturer's specifications (for instance, a vaccine labeled for 1 year use cannot be utilized as a 3 year vaccine).(4) A valid rabies vaccine must occur after the animal has been micro-chipped to be valid for entry into an EU member state.(5) At least 21 days must have elapsed between completion of the primary rabies vaccination (as specified above) and before the pet enters the EU member state.(a) However, if the animal received a valid rabies booster, 21 days does not have to elapse before travel.(6) If a pet received a non-ISO compliant microchip and then received a valid rabies vaccination with 21 days having elapsed since that vaccination and entering the EU member state; they:(a) Do not require implantation of another ISO compatible microchip, but are required to carry with them a microchip reader/wand capable of reading the non-ISO compatible microchip implanted in their pet.(b) Do not require administration of another rabies vaccination before traveling as long as the rabies vaccination received is still valid.(c) Can have an ISO compatible microchip implanted in their pet so they do not have to carry the reader/wand with them.1. Pets with ISO compatible implanted microchip do not have to receive another rabies vaccination following the second microchip implantation. They are only required to document both chips on the required forms with the microchip implantation dates.D. Documentation (Verify the correct required documentation with your local U.S. Department of Agriculture Office):(1) APHIS Form 7001 (Nov 2010) Acquired from any Army veterinarian, local veterinarian or U.S. DA office.a. Valid for only 30 days after issuance.b. Duration of the Form 7001 validity can be shortened per the requirements of the Airline the service member is traveling.c. Requires certification by a U.S. DA Accredited Veterinarian, Army Veterinarian, or GS-0701 Veterinarian before travel.d. Form 7001 is not required to enter the European Union (EU). However, it is highly recommended that service members acquire this form before travel from their on-base Army veterinarian to preclude the following:(1) If a member flies on a commercial carrier they may be required to have this form.(2) If a member is scheduled to fly AMC Contracted flight (Patriot Express) and diverts to a commercial carrier, having this form in advance alleviates last minute costs (\$200 or more) or delays.(3) This form is not required to travel on Patriot Express. (4) EU Non-Commercial Pet Form (Bilingual Health Certificate)(5) For Pet Dog, Cats, and Ferrets ; destined to Spain, see link Under Pets heading Pets Dog, Cats, and Ferrets) please refer to <http://www.aphis.usda.gov/regulations/vs/iregs/animals/> (Enter the destination country you will be residing in under Search APHIS and quote);).E. Helpful Hints:(1) As soon as travel date is determined, but no later than 22 days prior, have the pet micro-chipped first and vaccinated for rabies, if not already completed. Remember: A VALID RABIES VACCINE MUST OCCUR AFTER THE MICROCHIP IS IMPLANTED. (2) When completing required documentation (before mailing the forms or traveling to your local USDA office, get documents notarized, if not using your on base Army veterinarian), fax or over-night ship to ensure they are filled out correctly before traveling to veterinary office.(a) This will ensure you do not waste travel



time or postage only to have to redo the paperwork.(3) Many overseas bases have a full-time veterinarian on staff as well as commercial veterinarians available on the local economy.(a) Most bases require pets to be registered with the base veterinarian after arrival. Check with base veterinarian for details.(4) The pet cage or carrier (See carrier shipping rules for correct cage dimensions based on pet size) used for shipping the pet must be labeled with the owners name, pets name, owners (or appointed persons) address, contact number and contact number at the final destination.(5) Spain has laws in place prohibiting importation of certain dog breeds regarded as dangerous. For more info you may contact the base veterinarian at your destination. NAVSTA Rota Veterinary Clinic ¿ DSN:727-3149, or go to APHIS website <http://www.aphis.usda.gov/regulations/vs/iregs/animals> and click on the country of Spain tab for information on laws or requirements for owning dangerous dogs. (See paragraph G.below)F. Pet Fees:(1) The USDA form certification fee (approximately \$70+, plus any shipping and handling if by mail)(2) Transporting pets to and from the PCS destination is at the members expense and cost is based on the weight of the pet being transported. Connecting flights may have fees in addition to AMC fees from Norfolk Naval Station.(3) EFFECTIVE 1 February 2013, the fee for the pet import examination is 55 Euros.G. DANGEROUS DOGS: Royal Decree 287/2002 of March 22 regulates the requirements to own canine animals deemed to be potentially dangerous, developing the legislation established under Law 50/1999.(1) The Royal Decree classifies the following dogs as potentially dangerous. Those belonging to one of the following breeds and their crosses:a. Pit Bull Terrierb. Staffordshire Bull Terrierc. American Staffordshire Terrierd. Rottweilere. Dogo Argentinof. Fila Brasileirog. Tosa Inuh. Akita Inu(2) Those animals that have all or many of the following characteristics:a. Strong musculature, powerful or athletic constitution, robustness, agility, vigor and endurance.b. Strong character and marked courage.c. Short hair.d. Thoracic perimeter between 60 and 80 centimeters (24 and 32 inches), height at the shoulder between 50 and 70 centimeters (20 and 28 inches) and weight over 20 kg (44 lbs).e. Voluminous, square, robust head, with a wide and large skull and muscular and pronounced cheeks. Strong and large jaws, robust, wide and deep snout.f. Broad, short and muscled neck.g. Broad, thick, deep chest, with arched ribs and short and muscled back.i. Straight, parallel and robust forelegs and very muscular hindquarters, with relatively long hind legs at a moderate angle.(3) All dogs with a record of aggressive tendencies or prior attacks on humans or other animals.(4) Requirements necessary to own a potentially dangerous dog in Spain are:a. Potentially dangerous dogs must be identified with a microchip. They must be registered in the Town or City Registries for dangerous dogs. The dog owner must have a license, issued by the municipality, valid for five years. In order to qualify for a license, the owner must meet the following requirements:1. Must be 18 years or older.2. Must have a clean police record showing no convictions for the crimes of homicide, torture, assault, sex-related offenses, drug trafficking, association with illegal armed groups, or otherwise having been banned by court order of the right to own potentially dangerous animals. These requirements must be documented with the appropriate certificates issued by the police authorities with jurisdiction over the owners place(s) of residence during the two years prior to the application for license.3. Must be mentally and physically able to own and control potentially dangerous animals. This requirement will be documented with the appropriate certificates (certificate of physical aptitude and certificate of psychological aptitude) issued by authorized centers in Spain.4. Must have proof of contract of an insurance policy on the animal(s) with minimum liability coverage of at least 120,000 euros.5. The owner must report any changes to the information included in the license to the Town or City Registry within fifteen days (15) of the effective date of the change.b. Some of the requirements to take a potentially dangerous dog to Spain before leaving the United States are:1. Obtain veterinary certificate (see details in the Dogs, Cats, and Ferrets section);2. Obtain certification of owners police record; Upon Arrival in Spain:3. Obtain

certificate of physical ability;4. Obtain certificate of psychological aptitude;5. Purchase liability insurance;6. Apply for registration at the Town or City Registry of Potentially Dangerous Animals and obtain the license.7. Comply at all times with the safety measures.

## 7. PRIVATELY OWNED FIREARMS (POF)

A. Personnel assigned to NAVSTA ROTA, MORON AB and others to ODC Madrid and personnel assigned to Spain under the Agreement of Defense Cooperation (ADC) STATUS OF FORCES AGREEMENT.(a) Ship all POFs as a separate shipment. Do not commingle POFs with Unaccompanied Baggage (Codes Jor 8) or HHGs(Codes 4 or T) shipment. As a first option, recommend shipping all POFs DPM via Air Mobility Command(AMC) TP-2 consigned to DLA Distribution Rota, DODDAC: SW310J - PSC 819, BOX 8 FPO AE 09645-0008.JPPSOs/PPSOs/TMOs MUST mail a separate set of all shipment documents and POF inventory to PPSONAVSUP FLC SI Rota PPSO, Spain - Code 460RT, PSC 819, Box 8, FPO AE 09645-0008 prior to shipment's arrival at destination.NOTE: All personnel are PROHIBITED from importing unregistered or undeclared POF into Spain within UBor HHGs shipments. (b) For all POF shipments, ensure containers and documentation reflects that POF are being shipped. Also attach all POF documentation and a detailed legible inventory to the shipping container in a sealed waterproof envelope.(c) Service members or civilian component employees MUST coordinate the delivery of their firearms with the Personal Property Shipping Office (PPSO) staff at NAVSTA Rota or Moron Air Base. Firearms will be delivered to the base armory controlled by the Security department where POF will remain until properly registered with the local Spanish authorities.(d) Prior to shipment of POF to Spain, ensure documented proof of ownership (registration matches POF serial number) and previous legal possession in the U.S. is determined; such as, U.S. Customs Form 4457, Certificate of Registration, stateside registration document, bill of sale, shipment inventory listing the firearms serial numbers and packout location. This evidence will be required when firearms are re-imported back to the U.S. at the end of overseas tour. POF without proof of prior ownership or prior U.S. registration will be considered first time importation to the U.S. and will require an approval permit from the Bureau of Alcohol, Tobacco and Firearms at Washington D.C. prior to POF entry in the U.S.(1) POF Importation and Registration Restrictions in Spain:The number and type of POFs that can be imported to Spain is regulated under the Office of Defense Cooperation (ODC) policy 30.1. Limitations on the quantity of POFs permitted for military or government employees IAW COMNAVACTSPAININST 8370.1 are as follows:a. Officers, Enlisted personnel E-5 and Above and Civilians, GS-5s and above may own and register:1. One (1) Handgun MAXIMUM permitted (See remarks below).2. Six (6) Rifles .22 caliber (MAXIMUM)3. Six (6) Shotguns MAXIMUM4. High Powered Pellet Guns5. CrossbowsNote: The totals of (a)2 thorough (a)5 WILL NOT EXCEED 12 FOR IMPORTATION OR REGISTRATION AT ANY ONE TIME !b. E-4s or equivalent Civilian ranks and below may NOT import POFs into Spain- NONE AUTHORIZED IAW COMNAVACTSPAININST 8370.1D (See remarks below).REMARKS: Installation Commanders and Commanding Officers may further restrict total amount of POF(handguns or long guns) authorized to be in possession or registered by service member or civilian component personnel assigned to the installation under the Commanding Officer's authority.COMNAVACTSPAININST 8370.1 limits the importation of handguns to ONE (1) in all cases for E-5s and above and NONE for all E-4s and below.Note 1. Personnel subject to COMNAVACTSPAININST 8370.1D will NOT possess POF solely for the purpose of self-defense or to protect persons or property. POFs may only be imported to Spain for hunting or competition purposes.Note 2. To maintain consistency with control procedures, the direct and free importation of POFs into Spain by private commercial means is strictly prohibited. The importation of POFs into Spain will be controlled and coordinated exclusively through NAVSTA Rota Security

and Supply Departments (PPSO/Transportation Officer). In the event POFs are hand carried by individuals as checked baggage aboard aircraft, upon arrival, member or employee MUST immediately report to the NAVSTA Rota Security Department armory for proper control and registration. Under no circumstances, should a POF be taken off-base without proper authorization or permission. Note 3. Shotguns are the only firearms authorized for hunting, with permission, onboard NAVSTA Rota. There is no firing range for privately-owned pistols or rifles. Note 4. Regular, semi-automatic pellet (air) guns are not considered POFs for possession or registration purposes under this guidance. (2) PROHIBITED WEAPONS: Possession of the following weapons are strictly PROHIBITED: a. Fully automatic firearms, semi-automatic weapons with magazine capacity exceeding five (5) rounds, folding or removable butt, whether propelled by gas or manually. b. Sprays and weapons of any type that expel gases, narcotic or corrosive substances. c. Blackjacks, electric, rubber wire, or lead weapons. d. Mufflers or silencers for any weapon. e. Starlight finders, image intensifiers, or similar objects. f. Perforating, explosive, dum dum, hollow point, or incendiary bullets. g. Bayonets, daggers, perforated or straight knives, (except for kitchen use), switchblades, or folding knives with blades exceeding three (3) inches in length. h. Bombs, grenades, mines, Molotov cocktails, instruments for firing miscellaneous projectiles such as graphite, metal cone-shaped points and the like. i. Firearms with calibers: .223; .308; .315; 7.92x57 mm; 7.62x54 mm; 8x57 mm; and 8x57 mm. j. Pistols or revolvers adaptable to a shoulder gun butt. k. Firearms replicas that could be confused with functional guns, except those authorized by the Spanish Ministry of Interior. l. Metal knuckles, slingshots, or any instrument which if carried on the person would put a reasonable person in fear for their safety. B. Personnel Assigned to NATO Commands: (1) Personnel on NATO orders assigned to NATO commands MUST specifically contact their National Support Element (NSE) for importation restrictions and registration details prior to shipping POFs to Spain.

#### a. HAND GUNS

See POFs

#### b. RIFLES/SHOT GUNS

See POFs

#### c. TOY RELATED GUNS

"No restrictions identified."

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

### 8. PRIVATELY OWNED VEHICLES (POVs)

a. The SOFA between the Kingdom of Spain and the United States stipulates members of the U.S. Military Forces and DoD civilian employees ordered to Spain for duty are authorized to import and retain ONE (1) POV of non-Spanish manufactured, free of all Spanish taxes and duties. The imported vehicle must be for the exclusive use of the military member, civilian employee, or eligible family member. The tax and duty free POV must arrive in Spain within SIX (6) months, from the initial date of arrival of the military member or civilian employee. b. Members of the Forces

and civilian component are prohibited from importing or registering a second non-Spanish manufactured tax and duty free POV regardless of vehicle's origin. If a second UNAUTHORIZED POV is shipped commercially, it will be impounded at the port of entry and all storage and related handling fees, including reshipment out of the country, will be at member's expense. c. Military members or civilian employee may own and register a second POV but ONLY if the vehicle is manufactured and purchased in Spain in accordance with local laws and free of the Spanish value added tax. Family members over the age of 18 may also own and maintain another Spanish manufactured vehicle, if licensed to operate a vehicle in Spain. Caution: Under the SOFA and Spanish Law, motorcycles are considered POVs. DO NOT SHIP MOTORCYCLES IN OR WITH HHGs! When the only vehicle to be shipped duty free is a MOTORCYCLE, it MUST be shipped through the servicing VPC and NEVER within household goods shipment. If a duty-free motorcycle is shipped at government expense, no other POV is authorized (motor vehicle or motorcycle) at government expense. Additional POVs should be sold at origin or placed in commercial storage at member's personal expense. Government storage is NOT authorized for excess vehicles. Carefully read the Motorcycles/Mopeds paragraph (2) below, if shipping motorcycles/mopeds. d. POVs are picked up directly from VPC in the city of Rota after registration with Spanish Traffic Department through NAVSTA Rota Vehicle Registration Office. POVs with current U.S. or overseas registration and metal license plates will normally take 2 to 4 days to complete the Spanish registration process. For vehicles with expired registration or no metal license plates, the vehicle may be registered, however, it could take 10 to 12 days to complete the Spanish vehicle registration process and obtain metal license plates. U.S. Forces members should ensure current registration is valid for at least 90 days from the date the vehicle is turned in for shipment at the CONUS or overseas VPC shipment point. Members must have a POV/motorcycle registration, even if it is an expired registration, in order to register the vehicle with Spanish traffic authorities. e. Members planning on operating a motor vehicle while in Spain must possess a valid U.S. or foreign driver's license to apply for a Spanish driver's license. Members arriving to Spain must successfully complete a Spanish driver's test during their intercultural relations indoctrination seminar at Fleet and Family Support Center. Spanish license processing takes approximately 10 working days after initial check-in. Members can drive, while awaiting their Spanish driver's license, provided they have an international license, or a Spanish translation of their U.S. or foreign driver's license obtained from NAVSTA Security Department Rota Spain. f. Under the SOFA rules governing members of U.S. Forces in Spain, members who are not ordered to Spain for duty are not eligible for customs clearance of their POV by installation personnel or NAVSTA Rota PPSO Spain. Members, who ship their POV to Spain on PCS orders which assigned them to another country, other than O C O N U S Print Date: Nov-22-2016 PPCIG-OL Page: 1661 Spain, or on retirement orders with a home of selection other than Spain, and with the intent of picking up the vehicle at the Spanish port and driving it to their final destination, must be advised of the following: (1) POV Customs clearance may not be performed by Commanding Officer, NAVSTA Rota. (2) POV must be properly manifested and shipped for discharge at the designated Spanish commercial ports of Algeciras or Cadiz, Spain. Cadiz is located approximately 35 miles from NAVSTA Rota while the port of Algeciras is about 90 miles South. (3) Commercial customs clearance and all costs involved must be performed by the member. Customs clearance could take up to a week or more. (4) Before the POV can be picked up by the owner, all documents for the vehicle must be current before obtaining clearance. (5) Shipment of a POV not following proper procedures will result in personal delay and additional expenses. C. Personnel assigned to Gibraltar (United Kingdom): Shipment of POV is authorized, however, POV will be shipped to VPC at Rota, Spain which will coordinate delivery or pickup directly with the member. Members are reminded that vehicles in Gibraltar drive on the left side of the roadway and most vehicles in Gibraltar are right hand drive vehicles. Please review PPCIG

general instructions for Gibraltar for additional information.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

“No restrictions identified.”

#### b. MOTOR CYCLES/MOPEDS

**DRIVERS LICENSE REQUIREMENTS:** Spanish Traffic Regulations requires members operating motorcycles of 50 cubic centimeters (cc) and above on Spanish roads to have a motorcycle endorsement on their U.S. driver's license. Furthermore, to operate motorcycles over 500 cubic centimeters, operator's license or endorsement must show proof of at least two years of experience. Important Note: If current stateside or foreign drivers license has a motorcycle endorsement, but is less than two years old due to renewal, member must provide documented proof that experience level is more than two (2) years, by providing documentation from prior motor vehicle departments. If proof of holding the motorcycle endorsement for more than two (2) years, cannot be verified, the over 500 cc Spanish driver's license will not be issued. Failure to obtain Spanish motorcycle drivers license will result in termination of the motorcycle registration process and arrangements will be made for the exportation of the motorcycle at the member's expense. Note: All transportation and exportation costs must be paid by the member. **MOPEDS Under 50 Cubic Centimeters: PROHIBITED!** The Spanish Ministry of Industry prohibits registration and operation of non-Spanish manufactured Mopeds with less than 50 cc engine capacity, therefore they cannot be imported to Spain, either as HHGs or through the VPC. **DO NOT SHIP!!!** Members will be responsible for disposition and all associated transportation and exportation cost. **MOPEDS Over 50 Cubic Centimeters:** These types of Mopeds, usually starting around the 125 cc engine capacity range, are considered POVs by the Spanish government and permitted to be imported and registered in Spain. As a POV, due to the only one (1) duty free importation allowance policy, the shipper will not be permitted to import or register any other vehicles in Spain, if a Moped over 50 cc is shipped. When a Moped over 50 cc is shipped to Spain they must be shipped through the VPC and not in the HHG shipment. **NOTE:** No other POV entitlement is allowed, if a Moped over 50cc is shipped at government expense. Members will be responsible for disposition and all associated transportation and exportation expenses for failure to adhere to the policy. **ATVs:** All Terrain Vehicles (ATVs) and MOTOCROSS ( Quads ) vehicles provided they remain on-base and off-road, are not considered POVs and may be imported into Spain as HHGs. Possession of these types of vehicles for off-road use will not count against the limitation of tax-free vehicles members may import and own.

#### c. GASOLINE/CATALYTIC CONVERTERS

Members shipping POVs to Spain are not required to remove their catalytic converters. Unleaded fuel is readily available.

#### d. INSURANCE AND SAFETY REQUIREMENTS

a. POVs which have been modified or altered in a manner affecting the original design, safety, stability, performance or operating characteristics of the vehicle are prohibited. b. Body modification kit is not authorized in Spain without installer certifications of modification. c. POVs which have been changed by the installation of reversible wheel disc, oversized tires, or any other mechanical device that would enlarge the original track width of the vehicle, cannot be operated on Spanish roads. Tires and rims cannot protrude beyond fender wells, all four tires must



be the same size. d. Bumper stickers, decals, dark plastic coating or other materials installed on windows and windshields to simulate smoked or tinted glass must be removed before members can pick up the vehicle. This should be done prior to turning in the POV for shipment at the origin VPC. e. Trailer hitches are only authorized on the chassis (body) of the POV and not on the bumper. If the trailer hitch obscures the rear license plate, the owner of the vehicle must remove it. Additionally, the Spanish Traffic Code stipulates all vehicles registered in Spain must meet the following standards: (1) Seat belts must be installed in front and back seats. (2) Anti-theft device (on steering column or secure lock through steering wheel so vehicle cannot be changed directions when moved). (3) All POVs must carry one complete set of spare light bulbs. (4) All POVs must carry two warning triangles and a safety warning vest for the driver.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“No restrictions identified.”

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Please check any restrictions on paragraph 6. PETS QUARANTINE above.

## 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

### a. CBS

Importation or utilization of CB radio is prohibited.

### b. AMATEUR/HAM RADIOS

Amateur ham radios may be imported in HHGs, however, prior to operating in Spain, member's must obtain a license from the Postal and Telegraphic Administrative Directors Office in Madrid. To obtain the license, a certified copy of the U.S. Federal Communication Commission Permit, listing the type of equipment to be used, must be included with the application. Final determination on the application takes 2 to 4 weeks. Members who do not have a U.S. operators license must satisfactorily complete all required examinations in order to receive a permit from Spanish Communications Officials. The equipment cannot be used until the proper Spanish authorization is obtained. Reshipment to NTS at government expense is not authorized and the owner will be responsible for all shipping cost back to CONUS.

### c. MARS EQUIPMENT

MARS equipment may be imported in HHG but prior to operating in Spain, members must obtain a license from the Postal and Telegraphic Administrative Directors Office in Madrid. To obtain the license, a certified copy of the U.S. Federal Communication Commission Permit, listing the type of equipment to be used, must be included with the application. Final determination on the application takes 2 to 4 weeks. Members who do not have a U.S. operators license must satisfactorily complete all required examinations in order to receive a permit from Spanish Communications Officials. The equipment cannot be used until the proper Spanish authorization is obtained. Reshipment to NTS at government expense is not authorized and the owner will be responsible for all shipping cost back to CONUS.

#### d. DISH ANTENNAS

"No restrictions identified." when used for TV reception.

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

a. Members contemplating retirement, separation or relocating family members to Spain should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and are a personal matter between the member and the Government of Spain. b. Personal Property shipments incident to separation, retirement, or designated relocation for dependents, must be consigned to the member final destination city and destination GBLOC UNNL. c. Origin PPSO will consign shipments to the member at the selected destination delivery address, or if unknown, consign to destination moving agent warehouse facility. DD1299, DPS remarks and shipment containers and documents must be marked as Retirement Shipment or Separation Shipment or Designated Relocation Shipment. Consign RETIREMENT, SEPARATION and RELOCATION of Dependents shipments as Code 4 for HHG and Code J for UB.

### 13. OTHER

1. Jet Skis:- No restriction on importation provided the vehicle is for sporting purposes and the personal use of the military member, civilian employee and/or dependent. 2. IMPORTATION OF BOATS: a. Importation of big boats that requires mooring and used for recreational fishing or sailing is not referenced under the ADC/ SOFA agreement between the Kingdom of Spain and U.S. Forces. Importation of large boats will be subject to duties payable at members expense. In addition, navigation and sailing permit must be validated by Spanish authorities. On-base privately owned boat mooring is not allowed and is only available at local Spanish marinas in the city of Rota or Puerto de Santa Maria. Note: Individuals are highly encouraged to place boats in origin NTS for the duration of their overseas tour. b. Kayaks, canoes, skulls or boats under 14 feet long can be imported to Spain with your household goods shipment if they will be for personal and recreational use. c. When boat dimensions exceeds 14 feet long (4.26 meters), the entire shipment is subject to be shipped under a special Boat One-Time-Only (BOTO) rate which in most cases results in considerable excess cost to the owner due to increased rate and excess weight. For additional details and shipping expenses please contact your Origin or Destination Transportation Office. DOS Arranged ITBL Local Agents: Barcelona Bureau: EUR Local Agents: Santa Fe Relocation Tierra de Barros, 4 Pol. Indal Coslada 28820 Coslada, Spain POC: Susana Alonso Tel: 34 91 799-2232 Fax: 34 91 799-0179 Email: Susana.alonso@santaferelo.com SIT Transportes Internacionales Calle osca s/n, nave 5 Pol. Indal. Las Salinas 08830 Sant Boi de Llobregat, Spain POC: Ana Belen Serrano Tel: 34 93 630-5555 Fax: 34 93 630 5720 Email: anabelen.serrano@sitspain.com TRALLERO INTERNATIONAL Calle Pablo Iglesias, 60-70 Pol. Ind. Granvia Sur 08908 L'Hospitalet de Llobregat – Spain POC: Daniela Guendeschadze Tel. +34 93421 7500 E-mail: daniela@trallero.com; mercedes@trallero.com Post: Madrid Bureau: EUR Local Agents: 4) Transportes Fluiters, S.L. Calle Barquillo, 928004 Madrid, Spain Christian Moericke Tel: 34 91 524 9170 E-mail: comercial@fluiters.es Website: www.fluiters.es 3) SIT Grupo Empresarial, S.L. Avda. Fuentemar, 1322820 Coslada Madrid, Spain Inés Tabuena Tel: 34 91 671

0608Email: ines.tabuenca@sitspain.comWebsite: www.sitspain.com1) Hasenkamp  
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HenaresMadrid, SpainAlberto GalassoTel: 34 91 669 4125E-mail:  
a.galasso@hasenkamp.comWebsite: www.hasenkamp.com/en/2) Santa Fe Relocation  
Services, S.A.Vía de las Dos Castillas, 33Edificio Atica 3, 2nd Floor28224 Pozuelo de  
AlarcónMadrid, SpainSusana AlonsoTel: 34 68 583 0916E-mail:  
susana.alonso@santaferelo.comWebsite: www.santaferelo.comL AGENTS



## General Instructions: SPRATLY ISLANDS (XS)

### 1. SHIPMENT INSTRUCTIONS

For DOS arranged moves: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

No Restrictions Identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

No Restrictions Identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No Restrictions Identified.

### 3. CONSUMABLES

No Restrictions Identified.

#### a. ALCOHOLIC BEVERAGES

No Restrictions Identified.

**b. CIGARETTES/TOBACCO PRODUCTS**

No Restrictions Identified.

**c. COSMETICS**

No Restrictions Identified.

**d. FOOD STUFFS AND MEATS**

No Restrictions Identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No Restrictions Identified.

**4. ELECTRICAL EQUIPMENT**

No Restrictions Identified.

**a. HOME COMPUTERS**

No Restrictions Identified.

**b. TVs/VCRs**

No Restrictions Identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No Restrictions Identified.

**5. FURTNITURE, OVERSIZED**

No Restrictions Identified.

**6. PETS/QUARANTINE**

No Restrictions Identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No Restrictions Identified.

**a. HAND GUNS**

No Restrictions Identified.

**b. RIFLES/SHOT GUNS**

No Restrictions Identified.

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No Restrictions Identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No Restrictions Identified.

**b. MOTOR CYCLES/MOPEDS**

No Restrictions Identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No Restrictions Identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No Restrictions Identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No Restrictions Identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No Restrictions Identified.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

No Restrictions Identified.

**b. AMATEUR/HAM RADIOS**

No Restrictions Identified.

**c. MARS EQUIPMENT**

No Restrictions Identified.

**d. DISH ANTENNAS**

No Restrictions Identified.

e. CORDLESS PHONES

No Restrictions Identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No Restrictions Identified.

13. OTHER

No Restrictions Identified.

## General Instructions: SRI LANKA (LK)

### 1. SHIPMENT INSTRUCTIONS

Department of State ConsignmentDoS arranged moves "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202)663-3209, Email: DODPP@STATE.GOV. 4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. Colombo GSO Contact Information: ColomboGSOShipping@state.gov Tel: 0094 11 249 88 FSN Contact Information: Chandrika Manohara; Vakeesa Manohara CM@state.gov; thevarajah Tel: 0094 11 249 8612; +94 ColomboGSOShipping@state.gov

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

The Embassy must obtain a formal diplomatic certificate of clearance from the Sri Lanka Ministry of Foreign Affairs prior to clearance of HHG UB POV of all Embassy and DAO personnel. To assist the Embassy in securing this necessary clearance, it is required a packing list of items contained in all personal property shipments be forwarded to post, in advance of consignee arrival, together with a copy of the airway bill and bill of lading. Further, it is requested documents reflecting mode of shipment, routing, and estimated date of arrival accompany packing list. The aforementioned

documents are also required by Sri Lanka Customs officials prior to release of HHG UB POV shipment to consignee once in country. Forward all documents via email to ColomboGSOShipping@state.gov(CH 30-NOV-2017 TCJ4-HB-PAC RB)

### 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location.(CH 05-May-2021 TCJ9-OH-PAC RB)

#### a. ALCOHOLIC BEVERAGES

No restrictions identified. (CH 17-FEB-2016 SDDC-PAC RB)Alcoholic beverages need to be shipped separately with a packing list (inventory), and SHOULD NOT be shipped in HHG.(CH 11-JUN-2019 TCJ4-HB RB)

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

For dangerous drugs/narcotics, doctor prescriptions are required.(CH 30-NOV-2017 TCJ4-HB-PAC RB)

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

## 6. PETS/QUARANTINE

a. Valid health and rabies certificates must accompany the pet upon arrival for screening by duty veterinarian at the airport. Health and vaccination certificates applicable to the United States will suffice. b. To assist the Embassy in securing necessary Ministry clearance, it is required copies of the health and vaccination certificates and pet's flight arrival information be provided in advance to facilitate in the process of the clearance and to permit Embassy to alert duty veterinarian at the airport. NOTE: An Import Permit is required PRIOR to bringing a pet into Sri Lanka. Contact ColomboGSOshipping@state.gov at least THREE MONTHS prior to shipping of pet to receive required information. (CH 10-JUN-2019 TCJ4-HB RB)

## 7. PRIVATELY OWNED FIREARMS (POF)

The Government of Sri Lanka has issued a decree no member of the Embassy or USDAO is permitted to possess, purchase, or import firearms into Sri Lanka.

### a. HAND GUNS

"Importation is PROHIBITED."

### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

### c. TOY RELATED GUNS

No Restrictions Identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

(1) The following restrictions apply to vehicles: (a) Shipment of vehicles more than THREE AND A HALF Years old is prohibited. (CH 30-NOV-2017 TCJ4-HB-PAC RB) (b) Left hand drive vehicles (steering wheels on left) are prohibited. Right hand (Britishstyle) vehicles only. (c) POVs with tinted windows and roll bars are prohibited. (2) The following information and documents are required to process diplomatic certificate of clearance on POVs: engine motor number, chassis number, make, model, year of manufactured, certificate of title registration and purchase price paid (supported by invoices). A EURO IV Standard Emission Test Certificate or similar certification for used POV (i.e.-for Japanese Vehicles, JAAI Inspection Certificate) prior to POV shipping is required. (CH 10-JUN-2019 TCJ4-HB RB)

### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) The following restrictions apply to vehicles: (a) Shipment of vehicles more than two years old is prohibited. (CH 17-FEB-2016 SDDC-PAC RB) (b) Left hand drive vehicles (steering wheels on left) are prohibited. Right hand (British style) vehicles only. (c) POVs with tinted windows and roll bars are prohibited. (2) The following information and documents are required to process diplomatic certificate of clearance on POVs: engine/motor number, chassis number, make, model, year of manufactured, certificate of title/registration and purchase price paid (supported by invoices).

#### b. MOTOR CYCLES/MOPEDS

(1) MOPEDS: There are no restrictions on importation of mopeds in HHG personal property shipments.(2) MOTORCYCLES: Motorcycles are considered motor vehicles; therefore, they cannot be imported in HHG personal property shipments. Importation of motorcycles larger than 250cc is restricted.(CH 10-JUN-2019 TCJ4-HB RB)

#### c. GASOLINE/CATALYTIC CONVERTERS

“No restrictions identified.”

#### d. INSURANCE AND SAFETY REQUIREMENTS

“No restrictions identified.”

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Importation Prohibited.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Importation Prohibited.

### 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

#### a. CBS

Equipment capable of receiving and transmitting wireless communications must be licensed by the Government of Sri Lanka (e.g., ham equipment, CB, MARS, DISH ANTENNAS, CORDLESS PHONES etc.). Prior to pickup and shipment of transmitter receiver equipment, the Embassy Personnel Office recommends they be advised at least 60 days prior of the technical data (make, model, operating frequencies, international license operator information). The communications equipment must be approved prior to importation from the Director, Telecommunications Traffic and the Ministry of Defense.(CH 30-NOV-2017 TCJ4-HB-PAC RB)

#### b. AMATEUR/HAM RADIOS

See above.

#### c. MARS EQUIPMENT

See above.



**d. DISH ANTENNAS**

See paragraph 11.a. above

**e. CORDLESS PHONES**

See paragraph 11.a. above

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Sri Lanka should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Sri Lanka.

**13. OTHER**

ITGBL Agent.Sri LankaPost: Colombo Bureau: SCALocal Agents:Office Name: H. Don Carolis & Sons Pvt Ltd.Street Address: 65, Station PassageCity: Colombo 2Country: Sri LankaProvince: WesternPostal Code: 00200Company e-mail:packing@doncarolis.comCompany Phone: (+94)112472949 or (+94) 112422405Company Fax: (+94) 11 2422405POC: Mr. RoshanRajendra/Packing & ShippingManagerCell#: (+94) 716911800E-mail: rajendra@doncarolis.comOffice Name: Trans WorldMovers (Private) LimitedStreet Address: 7th Floor, No.193,Danister de Silva MawathaCity: Colombo 08Country: Sri LankaProvince: Western ProvincePostal Code: 00800Company e-mail:mangala@twmovers.comCompany Phone: (+94) 117730000Company Fax: (+94) 11 2575642POC: (Inward) Mr. MangalaFernandoCell#: (+94) 772200002POC: (Outward) Mr. MangalaFernandoCell#: +94772200002Office Name: E.B. CreasyLogistics Ltd.,Street Address: 98, Sri SangarajaMawatha,City: Colombo 10Country: Sri LankaProvince: WesternPostal Code: 01000Company e-mail:logistics@creasy.lkCompany Phone: (+94)114766007 – 8, (+94) 11 478780-9 or +94 11 2421311-4Company Fax: (+94) 11 2438407POC: Mr. Sarath DeSilva/Manager Outward CargoCell#: (+94) 773501825 E-mail:sarathdesilva@creasy.lk /sarathdesilva@ebcreasy.comPOC: Mr. M.A.M.Nawfel/Manager – Inward CargoCell#: (+94) 773501824E-mail: nawfel@creasy.lk /nawfel@ebcreasy.com

## General Instructions: ST. HELENA (SH)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: HAFC) Unaccompanied baggage shipment which cannot exceed 500 pounds. You can place a T.V. no larger than 42 inches and/or a bicycle. The address to the warehouse is as follows: 45 SLD LRS Cargo Warehouse 972 S Patrick Dr BLDG 822 Patrick SFB FL, 32925 DOS arranged shipments: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

Shipment must be containerized. DPM is only method of shipment.

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance when required will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD arranged shipments: Validate consumables allowance authorization within the JTR. DOS arranged shipments: Contact DOS.

#### a. ALCOHOLIC BEVERAGES

They are available on the island for personal consumption only.

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

They are available in small amounts through the Range Technical Services(RTS) contractor nurse. Illegal narcotics and/or abuse are prohibited.

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

110V/60Hz power is available. No US phone lines are available for home computer E-mail or Internet access. The British Cable and Wireless Company can provide Internet access for approximately \$5.00 per minute plus monthly and connection fees.

#### b. TVs/VCRs

Authorized. The station operates a television system which pipes in two Armed Forces Radio and Television Services(AFRTS) channels with British television shows. Other television channels play video taped programs and movies from the US. Local video stores only have European format tapes available.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

The Pet Travel Scheme (PETS): Consult USDA and Defra Websites for information on procedures: <http://www.aphis.usda.gov/vs/ncie/iregs/animals/uk.html> and <http://www.defra.gov.uk/animalh/quarantine/index.htm>. The Pet Travel Scheme (PETS) is the system that allows pet animals from certain countries to enter Ascension without quarantine as long as they meet specific criteria. Properly documented cats and dogs coming from the United States will no longer have to go through the six-month quarantine period when entering Ascension. The scheme only applies to cats and dogs, including guide dogs and hearing dogs. b. To bring a cat or dog into Ascension under the Pet Travel Scheme you must carry out the following procedures in the order shown. Pet-owners should make sure that they have read and understood all of the information available before bringing pets to Ascension. A pet cat or dog will have to meet certain conditions to be able to enter Ascension without quarantine. It will have to be: 1. Identified with a microchip 2. Vaccinated against rabies (but not before it is 3 months old.) 3. Successfully blood tested at a laboratory recognized by DEFRA. 4. Issued with an official PETS Certificate. 5. Treated against ticks and a tapeworm treatment and issued with an official certificate of treatment between 48 to 24 hours prior to departure. (Vet completes Tick and Tapeworm Certificate.) 6. Pets may not enter Ascension under PETS until 6 months have passed from the date that the veterinarian took the blood sample that led to a successful test result. When the vet signs the PET certificate after the six month period has passed, the pet may enter Ascension immediately 7. On arrival, contact inspector and present papers for review. Provide microchip reader if needed.

## 7. PRIVATELY OWNED FIREARMS (POF)

“Importation is PROHIBITED.”

### a. HAND GUNS

“Importation is PROHIBITED.”

### b. RIFLES/SHOT GUNS

“Importation is PROHIBITED.”

### c. TOY RELATED GUNS

“Importation is PROHIBITED.”

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

## 8. PRIVATELY OWNED VEHICLES (POVs)

“Importation is PROHIBITED.”

### a. POVs (includes data on prohibited vehicles, colors, etc.)

“Importation is PROHIBITED.”

### b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

#### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

#### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is PROHIBITED."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

All operators of transmitting equipment (except cordless phones) must have specific permission from the Installation Commander, Station Manager, and local authorities.

#### a. CBS

"No restrictions identified."

#### b. AMATEUR/HAM RADIOS

"No restrictions identified."

#### c. MARS EQUIPMENT

"No restrictions identified."

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Ascension Island is a restricted and closed island. Personnel arriving on the island must have specific permission from the Installation Commander.

### 13. OTHER

Recreational activities on the island can include hiking, scuba diving, snorkeling, swimming, biking, and fishing. Equipment should be brought in as island and station supplies are limited. The island contains mostly volcanic rocks and cinders. Extra footwear should be considered. There are no education services on the island. Prior arrangements for independent study courses should be made before member arrives on station. Sunglasses and sun screen lotion are year long requirements.

## General Instructions: ST. KITTS AND NEVIS (KN)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

The Detachment Commander serving an accompanied tour is authorized full JFTR. Unaccompanied military members are authorized the unaccompanied weight allowance as prescribed in the JFTR.

#### b. CONTAINER/CRATING REQUIREMENTS

Shipment must be containerized. DPM is only method of shipment.

#### c. HARD LIFT AREA

Hard lift area for all military services. Air clearance when required will be obtained from the appropriate Air Clearance Authority(ACA).

#### d. UNACCOMPANIED BAGGAGE

As prescribed in the JFTR.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No Restrictions Identified.

### 3. CONSUMABLES

No Restrictions Identified.

**a. ALCOHOLIC BEVERAGES**

No Restrictions Identified.

**b. CIGARETTES/TOBACCO PRODUCTS**

No Restrictions Identified.

**c. COSMETICS**

No Restrictions Identified.

**d. FOOD STUFFS AND MEATS**

No Restrictions Identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No Restrictions Identified.

**4. ELECTRICAL EQUIPMENT**

No Restrictions Identified.

**a. HOME COMPUTERS**

No Restrictions Identified.

**b. TVs/VCRs**

No Restrictions Identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No Restrictions Identified.

**5. FURTNITURE, OVERSIZED**

No Restrictions Identified.

**6. PETS/QUARANTINE**

No Restrictions Identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No Restrictions Identified.

**a. HAND GUNS**

No Restrictions Identified.

**b. RIFLES/SHOT GUNS**



No Restrictions Identified.

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No Restrictions Identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No Restrictions Identified.

**b. MOTOR CYCLES/MOPEDS**

No Restrictions Identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No Restrictions Identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No Restrictions Identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No Restrictions Identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No Restrictions Identified.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

No Restrictions Identified.

**b. AMATEUR/HAM RADIOS**

No Restrictions Identified.

**c. MARS EQUIPMENT**

No Restrictions Identified.

#### d. DISH ANTENNAS

No Restrictions Identified.

#### e. CORDLESS PHONES

No Restrictions Identified.

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

All Custom and duty fees are the responsible of the member. It is the member's responsibility to contact the St. Kitts and Nevis Customs and Excise Department to obtain all customer clearance requirements and necessary forms. URL: <https://skncustoms.com/> Commercial Phone: (869)466-7227 ST. KITTS and NEVIS Embassy: <https://bb.usembassy.gov/location/st-kitts-and-nevis/>

### 13. OTHER

No Restrictions Identified.

## General Instructions: ST. LUCIA (LC)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: ST. PIERRE AND MIQUELON (PM)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"In accordance with the Joint Travel Regulations."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

"No restrictions identified."

### 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

#### a. HAND GUNS

"Importation is PROHIBITED."

#### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."



**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

d. DISH ANTENNAS

"No restrictions identified."

e. CORDLESS PHONES

"No restrictions identified."

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

"No restrictions identified."ions identified."

13. OTHER

None.

## General Instructions: ST. VINCENT AND THE GRENADINES (VC)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: SUDAN (SD)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC TWDJ, US Embassy/ USAID) "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202)663-3209, Email: DODPP@STATE.GOV. 4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Khartoum Robert Young YoungRB@state.gov Tel: +249-18-702-2000 ext. 299 FSO Contact Information: Mouwia Hadra HadraMT@state.gov 249-91-233-9272 Group email: KhartoumGSOShipping\_DL@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Office of Military Cooperation strongly recommends hold baggage and household goods be transhipped to Norfolk, VA, and loaded on the monthly (mid month) AMC channel flight to Khartoum. AMC Terminal number DSN 564-2017. This proves to be quicker, reduces damage, and clears customs faster than commercial air shipment. Recommend calling AMC Terminal, Norfolk at DSN 564 4148/4118 to schedule shipment and coordinate arrival of shipment for out-loading to Khartoum (APOD KRT).

### 3. CONSUMABLES

DOD and DOSJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Khartoum, Sudan having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"Importation is PROHIBITED."

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

May be imported to Sudan as household goods. Import is restricted to one each; however, this has not been strictly enforced in the past.



**b. TVs/VCRs**

“No restrictions identified.”

**c. OTHER (i.e. COMPATIBILITY, ETC)**

“No restrictions identified.”

**5. FURTNITURE, OVERSIZED**

“No restrictions identified.”

**6. PETS/QUARANTINE**

Before shipping, an import permit must be obtained. The following information is needed by message to get this permit: sex, age, race or breed, name of pet, color, owner's name, and approximate date of arrival. Pets must have the health certificate and rabies certificate attached to the cage. All pets arriving in Khartoum will be met and cleared by Embassy personnel on arrival.

**7. PRIVATELY OWNED FIREARMS (POF)**

a. Personal handguns are not authorized for shipment to Sudan. b. Weapons will not be shipped without prior authorization from the Ambassador and Agency Chief (USOMC or USDAO). c. Owner must be at post prior to shipment. Import permit must be obtained in Khartoum (Embassy will do this for the owner). Owner should bring description, serial numbers, etc., to post. Ship on a separate bill of lading/airway bill and address the shipment in care of the American Ambassador with the member's initials only on the shipment. Message should be sent to the American Embassy giving arrival data prior to shipment/arrival at Khartoum.

**a. HAND GUNS**

a. Personal handguns are not authorized for shipment to Sudan. b. Weapons will not be shipped without prior authorization from the Ambassador and Agency Chief (USOMC or USDAO). c. Owner must be at post prior to shipment. Import permit must be obtained in Khartoum (Embassy will do this for the owner). Owner should bring description, serial numbers, etc., to post. Ship on a separate bill of lading/airway bill and address the shipment in care of the American Ambassador with the member's initials only on the shipment. Message should be sent to the American Embassy giving arrival data prior to shipment/arrival at Khartoum.

**b. RIFLES/SHOT GUNS**

a. Personal handguns are not authorized for shipment to Sudan. b. Weapons will not be shipped without prior authorization from the Ambassador and Agency Chief (USOMC or USDAO). c. Owner must be at post prior to shipment. Import permit must be obtained in Khartoum (Embassy will do this for the owner). Owner should bring description, serial numbers, etc., to post. Ship on a separate bill of lading/airway bill and address the shipment in care of the American Ambassador with the member's initials only on the shipment. Message should be sent to the American Embassy giving arrival data prior to shipment/arrival at Khartoum.

**c. TOY RELATED GUNS**

No Restrictions Identified.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

### 8. PRIVATELY OWNED VEHICLES (POVs)

(1) Prior to shipment, the following items are needed by the Embassy GSO: make, model, year, chassis and engine number, and port ship from/name of ship, if known. Only one POV may be imported duty free. Shipment should be on a separate bill of lading. Due to almost impossible driving conditions from Port Sudan to Khartoum, most vehicles are trucked overland to Khartoum at a cost of approximately \$2,500, which is payable by the member. (2) Shipment of a POV is authorized for all members assigned to Khartoum. POV must be shipped to Port Sudan, Sudan. Vehicle should be relatively new. Toyota is the only make locally serviceable. Bring tools/spare parts and install heavy-duty shocks. POV must be crated to preclude damage at Port Sudan. Vehicle will be marked in the same manner as HHG. Original ocean bill of lading and shipping invoice must be forwarded in advance to complete customs clearance prior to arrival of vehicle. Member must have valid stateside driver's license to drive in Sudan. Overland transportation of vehicle from Port Sudan to Khartoum is approved by US Air Force and Army at Government expense.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) Prior to shipment, the following items are needed by the Embassy GSO: make, model, year, chassis and engine number, and port ship from/name of ship, if known. Only one POV may be imported duty free. Shipment should be on a separate bill of lading. Due to almost impossible driving conditions from Port Sudan to Khartoum, most vehicles are trucked overland to Khartoum at a cost of approximately \$2,500, which is payable by the member. (2) Shipment of a POV is authorized for all members assigned to Khartoum. POV must be shipped to Port Sudan, Sudan. Vehicle should be relatively new. Toyota is the only make locally serviceable. Bring tools/spare parts and install heavy-duty shocks. POV must be crated to preclude damage at Port Sudan. Vehicle will be marked in the same manner as HHG. Original ocean bill of lading and shipping invoice must be forwarded in advance to complete customs clearance prior to arrival of vehicle. Member must have valid stateside driver's license to drive in Sudan. Overland transportation of vehicle from Port Sudan to Khartoum is approved by US Air Force and Army at Government expense.

#### b. MOTOR CYCLES/MOPEDS

Mopeds/motorcycles are considered POVs.

#### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

#### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

## 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

### a. CBS

Permission has to be obtained prior to importation. All transmitting equipment requests must go through the Foreign Ministry of External Relation.

### b. AMATEUR/HAM RADIOS

"No restrictions identified."

### c. MARS EQUIPMENT

Permission should be obtained prior to importation. However, if shipped as household goods, little or no problem is being experienced with clearing the requirement if listed as "Household Goods."

### d. DISH ANTENNAS

"No restrictions identified."

### e. CORDLESS PHONES

"No restrictions identified."

## 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Sudan should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Sudan.

## 13. OTHER

DOS arranged shipments: Contact DOS.ITGBL Agent.SudanPost: Khartoum Bureau: AFLocal Agents:2) K.S. Ganbert & Sons (Sudan) Ltd.Gamhuria AvenuePO Box 615Khartoum, SudanPOC: Kastaki GanbertTel: 249 183 771312Fax: +249 183 784381Mobile: +249 9 12302294Email: move@ganbert.comEmail: Kastaki@ganbert.co.ukWebsite: www.ganbert.com1) Cannata International CompnayNew Extension Amarat StreetP.O. Box 8173Khartoum, SudanPOC: Paolo Salvatore, General ManagerTel: 249183462097Fax: 249183472920Cell: 249912304680Email: logistics@cannata.copaolo@cannata.co

## General Instructions: SURINAME (SR)

### 1. SHIPMENT INSTRUCTIONS

Department of State ConsignmentDoS arranged moves "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202)663-3209, Email: DODPP@STATE.GOV. 4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. OTHER Incoming employees need a bill of lading, declaration of value documents and packing list plus contact information for the office that originated shipment to assist the American Embassy. GSO Contact listing: Paramaribo Leonard Porter PorterLJ@state.gov Tel: +597556-700 ext 22264 FSN Contact Agent: Noel Limburg limburgnl@state.gov Tel: (597) – 556700 ext 22261 None Listed

#### a. WEIGHT RESTRICTIONS

"In accordance with the Joint Travel Regulations."

#### b. CONTAINER/CRATING REQUIREMENTS

Vehicles must be containerized. All shipments should be packed in water resistant material.

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Bill of lading, declaration of value, and packing list are required. Airway bill is also required when shipped by air. a. For all DOD shipments: Transportation officers should obtain recommendations on routing from the American Embassy Paramaribo, Suriname, at 011-597-479-829 EXT 252. Since there are only two permanently assigned personnel in the country of Suriname, all shipments are processed by the Embassy General Services Office. b. In those cases where

air movement is recommended, ITOs must follow the appropriate military service procedures for air approval.

### 3. CONSUMABLES

The JFTR/JTR identifies Paramaribo, Suriname as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010) A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

## 5. FURTNITURE, OVERSIZED

“No restrictions identified.”

## 6. PETS/QUARANTINE

“No restrictions identified.”

## 7. PRIVATELY OWNED FIREARMS (POF)

Firearms must have approval of Chief of Mission. Suriname law requires all firearms to have an approved import license from Government of Suriname and firearms be hand carried to Post.

### a. HAND GUNS

Firearms must have approval of Chief of Mission. Suriname law requires all firearms to have an approved import license from Government of Suriname and firearms be hand carried to Post.

### b. RIFLES/SHOT GUNS

Firearms must have approval of Chief of Mission. Suriname law requires all firearms to have an approved import license from Government of Suriname and firearms be hand carried to Post.

### c. TOY RELATED GUNS

“No restrictions identified.”

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

## 8. PRIVATELY OWNED VEHICLES (POVs)

“No restrictions identified.”

### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) POVs should be shipped to Paramaribo, Suriname. Prior authorization for shipment is no longer required. Ostentatious or overly expensive POVs are not recommended. Members are authorized one POV duty free. (2) Members are required to have in their possession a copy of the bill of sale or invoice of their POV. POV customs clearance cannot begin before member's arrival in country and subsequent accreditation. (3) Original copy of the Original copy of the Original Bill of Lading (OBL) is required prior to receipt of POV in order to initiate customs clearance. OBL should be mailed by international courier (D.H.L., FEDEX, or UPS) to Transportation Officer, American Embassy, US Department of State, 3390 Paramaribo Place, Washington, DC 20521-3390. POC # is commercial: 597-479-931 FAX 597-410 8678; fax: 597-479-839. Vehicles should be shipped and consigned to: American Embassy Paramaribo 129 Dr Sophie Redmonstraat Paramaribo, Suriname, South American (4) SPECIAL REQUIREMENTS: Name of owner, VIN or engine number, color, year, make, and model must be described on the OBL.

**b. MOTOR CYCLES/MOPEDS**

“No restrictions identified.”

**c. GASOLINE/CATALYTIC CONVERTERS**

“No restrictions identified.”

**d. INSURANCE AND SAFETY REQUIREMENTS**

The Chief of Mission requires that all USG personnel obtain a local personal liability insurance for their personal motor vehicle and they maintain it for the duration of their tour.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

“No restrictions identified.”

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

“No restrictions identified.”

**11. TRANSMITTING EQUIPMENT**

“No restrictions identified.”

**a. CBS**

' Importation is PROHIBITED.”

**b. AMATEUR/HAM RADIOS**

Suriname will issue a Suriname operator's license if operator has a valid US operator's license.

**c. MARS EQUIPMENT**

Suriname will issue a Suriname operator/s license if operator has a valid US operator's license.

**d. DISH ANTENNAS**

“No restrictions identified.”

**e. CORDLESS PHONES**

“No restrictions identified.”

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Suriname should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Suriname.

**13. OTHER**

a. All incoming military personnel or employees of the US Department of Defense must request country clearance IAW current DOD Foreign Clearance Guide. All US military personnel and civilian employees must coordinate any travel to Suriname with the Office of the Defense Attache. Message address: USDAO PARMARIBO NS//OPSCO// Telephone COMM: 011-597-477-937

b. All travel on SLM (the Surinamese National Airline) requires a waiver from US Southern Command//J-3 Air//. The only other airline servicing Suriname is KLM (Royal Dutch Airlines) and it operates from Amsterdam to Suriname on a routine basis. ITGBL Local Agents: Suriname Post: Paramaribo Bureau: WHA Local Agents: 1) Paramaribo Custom Broker Kristalstraat 67, Paramaribo - Suriname Tel: (597) 552632 / 552200 Fax: (597) 552631 POC: Mr. Clyde Cambridge Tel: (597) 40 25 84 / (597) 47 00 37 Cell: (597) 850-1579 Email: pcb@pcb.sr / pcb@surimail.com 2) Cambridge International Transport LA tourweg 52-54 Paramaribo Suriname POC Eartha Cambridge Managing Director Tel: 597 485 685 Fax: 597 486 458 caminter@sr.net



## General Instructions: SVALBARD (XR)

### 1. SHIPMENT INSTRUCTIONS

Department of State Consignment DoS arranged moves "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202)663-3209, Email: DODPP@STATE.GOV. 4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

Vehicles must be containerized. All shipments should be packed in water resistant material.

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

"No restrictions identified."

### 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

#### a. HAND GUNS

"Importation is PROHIBITED."

#### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No Restrictions Identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

e. CORDLESS PHONES

"No restrictions identified."

12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

No Restrictions Identified.

13. OTHER

None.

## General Instructions: SWEDEN (SE)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) Department of State Consignment. Contact (GBLOC: VKAK, DOS) "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact listing: Jim M. Nunno; AGSO Nicol Nel NunnoJM@state.gov; nelsonnm@state.gov +46 8 783 5404; +46 8 783 556 FSN Contact listing: Tomas Fredriksson FredrikssonTB@state.gov Jeffrey Wil Willis JL@state.gov Tel: 46 8 783 54 06 Group Email: stkgsoshipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. Incoming HHG shipments for military members and DOD civilian are imported into Sweden under diplomatic privileges which means shipping containers and boxes are not opened or subjected to customs examination at the time of customs entry. b. Commercial bills of lading should show Stockholm, Sweden, as final POD even if transshipment at European Continental or Swedish port is involved. Ensure airway bill number is shown on PPGBL and advance shipping documents.

### 3. CONSUMABLES

“No restrictions identified.”

#### a. ALCOHOLIC BEVERAGES

Alcoholic beverages are duty free when shipped together with HHG. Declaring these items should be avoided, especially in instances where HHG shipments arrive prior to the arrival of the member and shipment has to be placed in storage in transit (SIT). Declaring these items in the shipping documents will involve opening all boxes for customs examination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Tobacco is duty free when shipped together with HHG. Declaring these items should be avoided, especially in instances where HHG shipments arrive prior to the arrival of the member and shipment has to be placed in storage in transit (SIT). Declaring these items in the shipping documents will involve opening all boxes for customs examination.

#### c. COSMETICS

“No restrictions identified.”

#### d. FOOD STUFFS AND MEATS

“No restrictions identified.”

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

“No restrictions identified.”

### 4. ELECTRICAL EQUIPMENT

“No restrictions identified.”

#### a. HOME COMPUTERS

Home computers are duty free when shipped together with HHG. Declaring these items should be avoided, especially in instances where HHG shipments arrive prior to the arrival of the member and shipment has to be placed in storage in transit (SIT). Declaring these items in the shipping documents will involve opening all boxes for customs examination.

#### b. TVs/VCRs

“No restrictions identified.”

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

## 5. FURTNITURE, OVERSIZED

“No restrictions identified.”

## 6. PETS/QUARANTINE

Dogs and cats brought into Sweden are subject to a 4-month quarantine. The quarantine kennel charges are approximately \$2,807 for dogs and \$2,456 for cats. An advance deposit of \$175 is required at the time of reservation is made or \$1,053 one month prior to the arrival of the pet. The balance is required when the pet is released from quarantine. Space in the quarantine kennel must be requested several months in advance. Pets arriving in Sweden without reserved space will not be permitted entry into Sweden and will be sent back upon arrival. NOTE: Always contact GSO before shipping animals.

## 7. PRIVATELY OWNED FIREARMS (POF)

a. License may be obtained after customs entry. b. Firearms are duty free when shipped together with HHG. Declaring these items should be avoided, especially in instances where HHG shipments arrive prior to the arrival of the member and shipment has to be placed in storage in transit (SIT). Declaring these items in the shipping documents will involve opening all boxes for customs examination. NOTE: Always contact GSO before Shipping firearms.

### a. HAND GUNS

a. License may be obtained after customs entry. b. Firearms are duty free when shipped together with HHG. Declaring these items should be avoided, especially in instances where HHG shipments arrive prior to the arrival of the member and shipment has to be placed in storage in transit (SIT). Declaring these items in the shipping documents will involve opening all boxes for customs examination. NOTE: Always contact GSO before Shipping firearms.

### b. RIFLES/SHOT GUNS

a. License may be obtained after customs entry. b. Firearms are duty free when shipped together with HHG. Declaring these items should be avoided, especially in instances where HHG shipments arrive prior to the arrival of the member and shipment has to be placed in storage in transit (SIT). Declaring these items in the shipping documents will involve opening all boxes for customs examination. NOTE: Always contact GSO before Shipping firearms.

### c. TOY RELATED GUNS

No Restrictions Identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

## 8. PRIVATELY OWNED VEHICLES (POVs)

“No restrictions identified.”

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

(1) They may be shipped unboxed. Difficulties and high costs are often encountered in modifying POV to meet stringent Swedish safety requirements. Therefore, we suggest you contact the Embassy General Services Officer (GSO) before initiating shipment of POV. Customs entry of HHG and POV of non-diplomatic staff members must be made within 4 months from date of member's initial arrival. Ensure airway bill(AWB) number is shown on GBL and advance shipping documents. A married member with accompanying spouse may import two privately owned vehicles (POVs) duty free. (2) Shipping/Transaction Costs: Each individual that PCS to Sweden is authorized to ship one vehicle at US Government expense. Private shipment of a vehicle to Sweden averages \$1,200-\$1,400; a 17-foot boat averages \$1,200. These costs are recoverable if the vehicle is sold in Sweden. A US-manufactured vehicle does not meet Swedish specifications and can only be converted under the provisions outlined. If the vehicle is imported under diplomatic privileges, waivers can be obtained. However, such waivers are valid only for the individual importing the vehicle. This means the vehicle must be taken out of Sweden upon completion of tour of duty or alternatively sold to a person with diplomatic privileges. In addition to taking advantage of the possibility of importing a vehicle under diplomatic privileges, it is also possible to import a vehicle duty-free for personal use under the following provisions. The vehicle must have been owned and used by the imported at least 1 year prior to date of importation. If the vehicle is imported under these provisions, only minor modifications are required in order to meet Swedish specifications (outside rear view mirrors are required on both sides, speedometer scale must show kilometers only, stamping vehicle identification number into the trunk, and other minor modifications may be required). It is not possible to give an exact figure for these modifications as this can vary considerably to make and model of vehicle. However, the estimated cost is \$500. If you intend to import a new or used vehicle, please contact the General Services Officer (GSO) for further details. NOTE: Always contact GSO before shipping POV.

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."



**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Sweden should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Sweden.

**13. OTHER**

DOS Arranged ITBL Local Agents:SwedenPost: Stockholm Bureau: EURLocal Agents:TBA  
Transporter ABPOC: Ola LundvallOkvistavägen 28cSE -18640  
VallentunaInfo@tbatransporter.comPhone: +46 8-630 05 50Stadsbudskontoret  
ABLyftkransvägen 16142 50 SkogåsPhone: +46 8 6450440Org. no.: 556267-9745POC:  
Jens Östergaardjens@sbkmoving.comPhone, work: +46 8 12 13 13 55Mobile: +46 70 24 00  
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## General Instructions: SWITZERLAND (CH)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany. UMNL NAS Sigonella) Department of State Consignment. (GBLOC: VKCA US Mission, VLDK USDAO)

"Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status GSO Contact listing: BernYale Layton LaytonYH@state.govTel: +41 (0)31 357 75 78FSN Contact listing:Saban X Sehic Sehicsx@state.govTel: 41 31 3577 273

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified."

#### c. HARD LIFT AREA

No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. FOR BERN:(1) HHG and UB: Mail copies of all shipping documents to American Embassy, Bern, ATTN: GSO/ST, Department of State, Washington, DC 20521-5110 or by international air mail to American Embassy, ATTN: GSO/ST, P.O. Box CH-3001, Bern, Switzerland. Copy of bill of lading and/or PPGBL and HHG inventory is required prior to receipt of shipment in order to initiate customs clearance. (2) For air shipment to Bern: Use AIRPORT OF DESTINATION BERN. Although Bern is not listed in the flight charts as an airport of destination, all airway bill (AWB) for shipments to Bern should be marked: "AIRPORT OF DESTINATION BERN." The shipments will be forwarded immediately from Zurich to Bern by special trucking service with no delay and no extra cost. (3) Shipments for other than Embassy members: Consign to member at destination address or unit of assignment. Annotate PPGBL: "Carrier will notify TO, American Embassy, Bern, at 011-41-31-357-7273, upon arrival of shipment and prior to delivery to residence or placing in storage. b. FOR GENEVA:(1) Mail copies of all shipping documents to both the Special Liaison Office and the ITO, NSSG (US), APO AE 09708. Switzerland requires copies of PPGBL and HHG inventory prior to receipt of shipment in order to clear customs.(2) Code 4 carrier must be advised in advance that complete residential servicing is required and that no unauthorized payments can be paid by Special Liaison Office. Normal charges such as SIT will be paid only to the ITGBL Carrier (certified on DD 619), not to local Swiss Agent by SM or SLO.(3) US Mission, 1202 Geneva, Switzerland is responsible for shipments to the US Mission Geneva and/or the territory of the Canton of Geneva only.

### 3. CONSUMABLES

No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

Limitation is 12 liters of liquor, or 200 liters of wine or alcoholic beverages with an alcoholic content of 25 percent or less.

#### b. CIGARETTES/TOBACCO PRODUCTS

Limitation is 1,000 cigarettes per smoker or 200 cigars per smoker or 1 kilo of tobacco.

#### c. COSMETICS

No restrictions identified."

#### d. FOOD STUFFS AND MEATS

No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

No restrictions identified."

#### a. HOME COMPUTERS

No restrictions identified.”

#### b. TVs/VCRs

. PAL System utilized by Switzerland.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.”

### 5. FURTNITURE, OVERSIZED

No restrictions identified.”

### 6. PETS/QUARANTINE

Dogs and cats may be brought to Switzerland with a veterinary certificate of good health and rabies vaccination. It must be issued no less than 30 days and no more than 1 year prior to date of entry. For current information on importation of other animals, write to the Embassy Administrative Section.

### 7. PRIVATELY OWNED FIREARMS (POF)

For information, please see State Department Post Report or write to American Embassy, PostFach, 3001 Bern, Switzerland.

#### a. HAND GUNS

For information, please see State Department Post Report or write to American Embassy, PostFach, 3001 Bern, Switzerland.

#### b. RIFLES/SHOT GUNS

For information, please see State Department Post Report or write to American Embassy, PostFach, 3001 Bern, Switzerland.

#### c. TOY RELATED GUNS

For information, please see State Department Post Report or write to American Embassy, PostFach, 3001 Bern, Switzerland.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

For information, please see State Department Post Report or write to American Embassy, PostFach, 3001 Bern, Switzerland.

### 8. PRIVATELY OWNED VEHICLES (POVs)

FOR BERN: POV: Not required to be shipped in sea container.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) Vehicle must pass safety inspection upon arrival. Contact Transportation Officer (TO) at post, 011-41-31-357-7273, prior to shipment for inspection specifications. (2) All POV's which have been owned for six months prior to arrival on station are considered to be HHG by Swiss customs. Proof of ownership showing possession for more than six months required. If POV has not been owned for six months, they are considered a newly imported vehicle regardless of the age of the vehicle. See post report or contact the TO at post for differences in these two categories.

#### b. MOTOR CYCLES/MOPEDS

Motorcycles/mopeds are considered POV's and paragraphs 8a(1) and 8a(2) above apply.

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified."

#### d. INSURANCE AND SAFETY REQUIREMENTS

Swiss liability insurance must be purchased in country.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Only material depicting consenting adults authorized.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Some exotic, nondomestic animals not allowed. No plants authorized.

### 11. TRANSMITTING EQUIPMENT

RADAR DETECTORS: Radar detector warning devices are prohibited.

#### a. CBS

Importation is PROHIBITED."

#### b. AMATEUR/HAM RADIOS

Radios authorized; operator must have license.

#### c. MARS EQUIPMENT

No restrictions identified."

#### d. DISH ANTENNAS

No federal restrictions identified, although size and placement may be restricted by locality.

#### e. CORDLESS PHONES

Must meet Swiss specifications.

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Shipments incident to separation, retirement or as a designated location for dependents must be consigned to member at destination address. Customs clearance is the member's responsibility. The member must have a Swiss resident permit and must be present for the customs clearance.

### 13. OTHER

ITGBL Local Agents:SwitzerlandPost: Bern Bureau: EURLocal Agents:1G. osselin  
MovingBrunnmattstrasse 53174 Thörishaus, SwitzerlandPOC: Cristian RioMail:  
Cristian.rio@packimpex.chTel.0041 (0) 58 356 14 192 .K ehrli & Oeler AG Weyermannsstr.  
10,3008 Bern, Switzerland.Phone: 41 31 388 81 12POC: Mevlüt Güngör,  
M.Guengoer@Kehrlioeler.chPost: Geneva Bureau: EURLocal Agents:Santa-Fe Relocation  
Services18,Chemin Grenet1214 Vernier - Geneve, SwitzerlandPOC: Ms.Emilie Betis-  
CossonTel:+41.22.939.1005Email: emilie.betis-cosson@Santaferelo.comHarsch Transports  
S.A.10 Rue Baylon1227 Carouge - Geneve, SwitzerlandPOC: Ms. FrédériqueVigouroux  
Tel:+41.22.389.4816 Email:frederique.vigouroux@harsch.chPélisset 25,CheminGrenet  
1214 Vernier-GeneveSwitzerland POC :Ms. NadègeRomain Tel:+41.22.827.8001 Email  
:nadege.romain@pelichet.ch

## General Instructions: SYRIA (SY)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO, Germany) DOS arranged shipments: Contact (GBLOC: SMDK, DOS Syria. Department of State Consignment"Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. 4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO:None

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

The term "In Transit to Damascus" must be marked on the exterior of all HHG containers to assist in identifying and obtaining release of property from Amman. Orders must accompany AMC air shipments to Amman.

### 3. CONSUMABLES

DOD and DOSJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Damascus, Syria as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

A maximum of six cases (12 per case) may be shipped and should be packed in a separate container.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

These items are subject to inspection and censor by Syrian Security. Diplomatic personnel are not exempted from such inspection. Clearance is a complex process and delivery can take up to 2 months.

#### b. TVs/VCRs

See above.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."



**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

All necessary inoculations must be up to date.

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"Importation is PROHIBITED."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

DIESEL VEHICLES: Diesel vehicles are prohibited.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

Ship to Port of Latakia, Syria (LF1), or Tartous, Syria (LF2). Bill of lading for POV must include make, model, year of manufacture, and the chassis and engine/motor numbers.

**b. MOTOR CYCLES/MOPEDS**

Motorcycles are prohibited. Mopeds: No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“No restrictions identified.”

## 11. TRANSMITTING EQUIPMENT

Two way radios are not permitted. Radios are subject to inspection and censor by Syrian Security. Diplomatic personnel are not exempted from such inspection. Clearance is a complex process and delivery can take up to 2 months.

### a. CBS

Two way radios are not permitted. Radios are subject to inspection and censor by Syrian Security. Diplomatic personnel are not exempted from such inspection. Clearance is a complex process and delivery can take up to 2 months.

### b. AMATEUR/HAM RADIOS

Two way radios are not permitted. Radios are subject to inspection and censor by Syrian Security. Diplomatic personnel are not exempted from such inspection. Clearance is a complex process and delivery can take up to 2 months.

### c. MARS EQUIPMENT

“Importation is PROHIBITED.”

### d. DISH ANTENNAS

“No restrictions identified.”

### e. CORDLESS PHONES

“No restrictions identified.”

## 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Syria should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Syria.

## 13. OTHER

DOS arranged shipments: ITGBL Local Agents:Country: SyriaPost: Damascus Bureau: NEALocal Agents:2) Housami InternationalTransport and ClearanceAbou Shaer Building, PO Box 11523Damascus - Free Zone, SyriaPOC:--Mr. Wassim Housami, OwnerEmail: wassim@housami.net.Tel: 963 11 2127050Fax: 963 11 212 7084--Mr. Francisco MaddiCommerical ManagerTel: 963 11 2127050Fax: 963 11 212 7084f.maddi@housami.net\*\* bonded facility \*\*1) 1D. arwish Logistics Ltd.Free Zone - Inanna Building - 1st floor.P.O. Box 60690Damascus, SyriaPOC: Mr. Samer Darwish,Managing PartnerEmail: samer@darwishlogistics.comTel: 96311 211 1870 x102 --

Mr. Amer Darwish , General ManagerEmail: amer@darwishlogistics.com3)Nazha Travel,  
Tourism and Freight(DHL Global Agent)Victoria Bridge, Sabbagh Building,PO Box  
2170Damascus, SyriaPOC: Mr. Majid Nazha,Commercial DirectorEmail:  
majid.nazha@nazhaco.comTel: 963 11 222 18 57/ 245 02 35Cell: 963 933 232 414 (Mobile)--  
Mr. Alaa Al Fares,Vice Commercial DirectorTel: 963 11 222 18 57/245 02 35Fax: 963 11 224  
39 33Cell: 963 933 814 822

## General Instructions: TAIWAN (TW)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS. NOTE - DoD Agencies supported by the American Institute in Taiwan - Taipei: LAS - Liaison Affairs Section  
SCO - Security Cooperation Office  
DCMA - Defense Cooperation Management Agency  
SAMD - Surface-to-Air Missile Defense  
ASD - AIT Security Detachment (CH 20-MAR-2019 TCJ4-HB RB)

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

Both 20 & 40 foot containers are acceptable to be received by American Institute in Taiwan (AIT) compound. (CH 15-MAY-2019 TCJ4-HB RB)

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No drug, weapon, alcohol and any other prohibited items in UB. (CH 15-MAY-2019 TCJ4-HB RB)

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

The American Institute in Taiwan (AIT) Shipping office is unable to proceed with customs clearance for shipments without tax-exempt import permit. In order to apply for tax exempt import permit, Shipping office requires:-Member's MOFA ID (it takes around 2 weeks for AIT HR office to complete the application after member's arrival)-Ocean Bill of Lading (OBL) or Air Waybill (AWB) - draft is acceptable-Packing listAs soon as the above documents are received, it takes 1-2 weeks to apply for tax exempt import permit from local authority. The total processing time would be around 3 weeks and even 4 weeks during summer transfer season. The advance shipping documents should be e-mailed to shipping assistant - Kitty Pao-Liu (Taipei\_Shipment@state.gov) of AIT.(CH 15-MAY-2019 TCJ4-HB RB)

### 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location.(CH 05-May-2021 TCJ9-OH-PAC RB)

#### a. ALCOHOLIC BEVERAGES

The Government of Taiwan will allow the importation of alcohol for personal consumption but will take an extra two weeks for the application of alcohol import permits to be approved. Members with alcoholic beverages in household goods should contact Taipei\_Shipment@state.gov as soon as packout is completed and is responsible for filling out Alcohol Import List to apply for import permit.(CH 15-MAY-2019 TCJ4-HB-PAC RB)

#### b. CIGARETTES/TOBACCO PRODUCTS

Importation is limited to no more than 200 cigarettes, no more than 25 cigars, and no more than one pound of tobacco.(CH 28-Dec-2017 TCJ4-HB-PAC RB)

#### c. COSMETICS

No import restrictions. (CH)

#### d. FOOD STUFFS AND MEATS

Meat or meat product is prohibited. Unopened canned food within personal consumption volume is acceptable.(CH 15-MAY-2019 TCJ4-HB RB)

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Prescription is necessary if members plan to ship medication/pharmaceutical products.(CH 15-MAY-2019 TCJ4-HB RB)

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

Importation is limited to one computer or laptop per person.(CH 28-Dec-2017 TCJ4-HB-PAC RB)

**b. TVs/VCRs**

Taiwan operates on 110v 60Hz. Television broadcasts from the National Television Standard Committee (NTSC) therefore a multi-system television is not needed. (CH)

**c. OTHER (i.e. COMPATIBILITY, ETC)**

Digital Video Discs (DVD) operates from a different zone and may not operate. DVD players purchased in the US operate in Zone 1. Most DVD players can be converted at local shops to play all zones or a cheap DVD player can be purchased from the local market for about 30 US dollars. Members should check with the dealer in the U.S. to determine if their DVD player can operate in Taiwan (Zone 3) before shipping. (CH)

**5. FURTNITURE, OVERSIZED**

Due to some apartments are in buildings with small elevators, it is recommended that oversized furniture is placed in Non-Temporary storage for the duration of member tour in Taiwan.(CH 28-Dec-2017 TCJ4-HB-PAC RB)

**6. PETS/QUARANTINE**

Importing a pet to Taiwan is a lengthy and complex process that requires your early attention. AIT can only provide limited assistance when importing your pet. Assistance is typically restricted only to assistance in obtaining the Import License. Although Taiwan is no longer a rabies-free island, local authorities remain extremely strict in regard to pet importation, documentation, and quarantine requirements. If you wish to import a pet, please contact the AIT GSO/Shipping Office via email: Taipei\_Shipment@state.gov, ATTN: Edward Lin, to begin planning the travel of your pet. Pet owners should allow at least 8 months preparation. Please be aware, upfront, that all required shots and documentation must be completed before your pet is shipped. For the purpose of importing a pet into Taiwan the pet will need to be implanted with a 9-, 10-, or 15-digit ISO microchip. If your pet is not yet implanted, the OBC office recommends choosing the newer ISO 15-digit microchip. Pets MAY NOT be imported prior to customer arrival, since the Ministry of Foreign Affairs will not process such requests. The current length of Taiwan quarantine is 7 days. (CH 15-May-2019 TCJ4-HB RB) Lastly, please note: PETS SHIPPED OR TRANSITED THROUGH CHINA MAY NOT ENTER TAIWAN.(CH 28-Dec-2017 TCJ4-HB-PAC RB)

**7. PRIVATELY OWNED FIREARMS (POF)**

Shipment of privately owned firearms is not authorized. (CH)

**a. HAND GUNS**

Not authorized. (CH)

**b. RIFLES/SHOT GUNS**

Not authorized. (CH)

**c. TOY RELATED GUNS**

Not authorized. (CH)

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Not authorized. (CH)

### 8. PRIVATELY OWNED VEHICLES (POVs)

No Restrictions Identified.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

Importation and Customs Clearance Process: According to Taiwan Ministry of Foreign Affairs (MOFA) procedure, your POV must be shipped to arrive in Taiwan AFTER your arrival. After arrival, customs clearance, POV registration and Licensing may take between 4-5 weeks. To prevent delay, please confirm the accuracy of all information related to your POV registration, specifications, and shipping documents. Parking spaces in leased housing are often narrower than full-sized American SUVs. Please notify GSO if you are thinking about shipping larger vehicles. Please note that Taiwan Customs PROHIBITS the importation of right-hand drive vehicles and requires vehicular emission testing. PRIOR to your arrival, please provide the following information to the Shipping Section: Taipei\_Shipment@state.gov, ATTN: Eric Wu. -1- Owner Name-2- Model Year-3- Year of Manufacture-4- Make-5- Model-6- Color-7- Number of Doors-8- Seating Capacity-9- Vehicle Type (Sedan, Van, etc)-10- Engine Size (Cubic cm or liters)-11- Identification No. (VIN#)-12- Cylinders-13- Transmission type (auto, manual)-14- HID Head Light (Yes or No)-15- Current value (USD)-16- Copy of the POV Certificate of Origin or Title of Ownership Upon your departure from Taiwan, you must GUARANTEE adherence to one of the four choices: 1. Re-export POV 2. Scrap POV locally. 3. Sell POV to an AIT or other foreign mission employee who enjoys diplomatic/foreign office privileges (no import duties or vehicle tests required). 4. If you wish to sell the car locally to a non-foreign office privileged individual, there are more restrictions. First, import duties may be applied. Second, you must complete local vehicle tests which can cost between 5,000 to 9,000 USD, including possible alterations, and may take 1-2 months to complete. If the POV does not pass the inspection, there is no refund, and the POV may not be sold on the local market. (CH 28-Dec-2017 TCJ4-HB-PAC RB)

#### b. MOTOR CYCLES/MOPEDS

New and used motorcycles can be purchased locally. However, the purchase will not be duty-free and taxes will normally be included in the purchase price. Due to local registration restrictions on Taiwan, shipping a motorcycle to Taiwan is STRONGLY DISCOURAGED. In addition, GSO/Shipping will not -greenlight- (approve) your shipment until the member confirms in writing that he will be responsible for paying import duty, registration fees, possible modification fees and understands there is no guarantee that AIT will be able to register the motorcycle for use on Taiwan. Post has not been successful in registering an imported motorcycle in the last five years, thus the employee assumes ALL financial liability for this decision and post recommends that you DO NOT ship a motorcycle. (CH 28-Dec-2017 TCJ4-HB-PAC RB)

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Members must purchase the minimum insurance coverage (compulsory liability insurance) from a local insurance company. Additional insurance is optional and recommended. Employees should insure that their non-Taiwan insurance covers their POV while in Taiwan. (CH)

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Prohibited. (CH)

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Please contact AIT Shipping Department (Taipei\_Shipment@state.gov) before arranging shipment.(CH 28-Dec-2017 TCJ4-HB-PAC RB)

### 11. TRANSMITTING EQUIPMENT

Please contact AIT Shipping Department (Taipei\_Shipment@state.gov) before arranging shipment.(CH 28-Dec-2017 TCJ4-HB-PAC RB)

#### a. CBS

Please contact AIT Shipping Department (Taipei\_Shipment@state.gov) before arranging shipment.(CH 28-Dec-2017 TCJ4-HB-PAC RB)

#### b. AMATEUR/HAM RADIOS

Please contact AIT Shipping Department (Taipei\_Shipment@state.gov) before arranging shipment.(CH 28-Dec-2017 TCJ4-HB-PAC RB)

#### c. MARS EQUIPMENT

Please contact AIT Shipping Department (Taipei\_Shipment@state.gov) before arranging shipment.(CH 28-Dec-2017 TCJ4-HB-PAC RB)

#### d. DISH ANTENNAS

Please contact AIT Shipping Department (Taipei\_Shipment@state.gov) before arranging shipment.(CH 28-Dec-2017 TCJ4-HB-PAC RB)

#### e. CORDLESS PHONES

Please contact AIT Shipping Department (Taipei\_Shipment@state.gov) before arranging shipment.(CH 28-Dec-2017 TCJ4-HB-PAC RB)

### 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation, or relocating dependents to Taiwan should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Taiwan (GOT).



13. OTHER

No Restrictions Identified.

## General Instructions: TAJIKISTAN (TJ)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO, Germany) DOS arranged shipments: Contact (GBLOC: SVDK, DOS Tajikistan.) Department of State Consignment:

"Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. 4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Dushanbe Peffley Joshua p effleyjc@state.gov Tel: (+992) 37 229 2234 FSN Contact Information: Murodali Nazarov; Shuhrat Tahi Nazarov MA@state.gov; Tahirov SS@state.gov Tel: 992 37 229 2212; +992 37 Group email: DushanbeShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD and DOSJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Dushanbe, Tajikistan as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs; 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs; 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURNITURE, OVERSIZED

"No restrictions identified."

## 6. PETS/QUARANTINE

"No restrictions identified."

## 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

### a. HAND GUNS

"Importation is PROHIBITED."

### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

### c. TOY RELATED GUNS

"Importation is PROHIBITED."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

## 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

### a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

### b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is PROHIBITED."

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

“No restrictions identified.”

**a. CBS**

“No restrictions identified.”

**b. AMATEUR/HAM RADIOS**

“No restrictions identified.”

**c. MARS EQUIPMENT**

“No restrictions identified.”

**d. DISH ANTENNAS**

“No restrictions identified.”

**e. CORDLESS PHONES**

“No restrictions identified.”

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Tajikistan should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Tajikistan.

**13. OTHER**

DOS arranged shipments: ITGBL Local agents.Country: TajikistanPost: Dushanbe Bureau: SCAGSO: Ryan Reynolds ReynoldsRM2@state.govLocal Agents:“DUNYO LLC”Mr. Jamshed Rizoiev: +992 900071900E-mail: jr@dunyocargo.comSkype: dunyocargoWhatsApp: +992927801111Viber: +992935721900.Express Partner & Logistics LLC.Mr. Behruz Zaynulloev, Business DevelopmentManager45-Mirzo Tursunzade street, Business CenterPOYTAKHT,5th floor, Room # 508Dushanbe 734000, Republic of TajikistanPhone: +992 918 616602Email: info@expresspartner.tjGlobalink Logistics Group Ltd. (as Agent /Rep forGlobalink Multimodal Transportation systems,Dubai, UAE)Rudaki Avenue 14, Hotel Serena, 6-7 floors,Dushanbe 734000, TajikistanPOC: Ms. Nilufar Khalilova orMs. Indira DzhumashevaTel: T +992 37 2217790 |F +992 37 2217767Cell: 992 900 052 000 (Nilufar Khalilova)Email: n.khalilova@globalinklogistics.comEmail: I.Dzhumasheva@globalinklogistics.comMove One Relocations (as Agent / Rep AES MoveRelocations, Dubai, UAE)Poitakht Bussines Centre, 45, Tursunzoda street,4th floor, office # 409Dushanbe, TajikistanPOC: Mrs. Tahmina NurovaEmail: tahmina.nurova@moveoneinc.comCountry ManagerTel office: (992) 446403131Cell: (992) 985327777Nasiba Nurova, Operational Manager(992) 918 817979Email: nasiba.nurova@moveoneinc.comGosselin Mobility Tajikistan (as Rep for GosselinMoving Group, Antwerp, Belgium)Mr. Azizbek DjumankulovEmail: a.djumonkulov@gosselin-

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moving.com62 Druzhba Narodov Street734024 DushanbeTajikistan+ 992 (90)  
0072018firdavs.raschidov@gmail.comwww.gosselinmobility.eu

## General Instructions: TANZANIA (TZ)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments (GBLOC: TWDK DOS)Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" statusOTHERThe Government of Tanzania (GOT) requires that each employee be physically present at post before his/her HHE, consumables or vehicle shipment can be released from customs in the port. Management asks that you do not send shipments further in advance than this as the demurrage charges in port accrue rapidly and security of goods held longer than 3 weeks in the port cannot be guaranteed

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

Hard lift area for Army (UB only). Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Mail and Fax advance copies of airway bill and PPGBL to General Services Officer, American Embassy, Dar Es Salaam, as soon as available for customs pre-clearance.

### 3. CONSUMABLES

DOD arranged shipments: Validate consumables allowance authorization within the JTR. DOS arranged shipments: Contact DOS

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

Tanzania is a consumable authorized area. Please refer to the JTR/JFTR for appropriate weight allowances (Appendix F).

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED



No restrictions identified.

## 6. PETS/QUARANTINE

Contact Embassy 2 months in advance to obtain documents for importing pets.

## 7. PRIVATELY OWNED FIREARMS (POF)

Firearms will be held by customs until local clearance is obtained. Ambassador's permission is required.

### a. HAND GUNS

See above paragraph

### b. RIFLES/SHOT GUNS

See above paragraph

### c. TOY RELATED GUNS

See above paragraph

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

See above paragraph

## 8. PRIVATELY OWNED VEHICLES (POVs)

POV Shipments should be consigned as follows: (Name of Employee) American Embassy P.O. Box 9123686 Old Bagamoyo Rd Dar es Salaam, Tanzania

### a. POVs (includes data on prohibited vehicles, colors, etc.)

There is a 20% penalty of the customs assessed value for vehicles imported of 10 years or more from the date of manufacture.

### b. MOTOR CYCLES/MOPEDS

No restrictions identified.

### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

### d. INSURANCE AND SAFETY REQUIREMENTS

No restrictions identified.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No Restrictions Identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

Importation is prohibited.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Tanzania should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Tanzania.

**13. OTHER**

DOS arranged shipmentsCountry: TanzaniaPost: Dar Es Salaam Bureau: AFLocal  
Agents:CMTL GROUP LTDP.O.BOX 79910, 5TH FLOORUBUNGO PLAZA, MOROGOROROAD,  
DAR ES SALAAM,TANZANIAPOC: Memory MavundaPOC Telephone #: +255 766 071  
357POC Email: mmavunda@cmtl.co.tzAGS FRASERS INTERNATIONAL REMOVALSPOC.BOX  
31571 Sam Nujoma Rd,Plot No.25 Mikocheni Dar es SalaamPOC: Baptiste di TRIAPOC  
Telephone #: +255 754 781 467POC Email: managertanzania@agsmovers.comWORLDWIDE  
MOVERS (T) LTDP.O.BOX 2486, DAR ESSALAAM, TANZANIAPOC: Cletiuce SowaPOC  
Telephone #: +255 784 555 996POC Email address: sales@wmm.co.tzLUMEN FREIGHT AND  
LOGISTICS LTDP.O. BOX 80296, DAR ESSALAAM, TANZANIAPOC: Filbert HyeraPOC  
Telephone #: +255 767 004 402POC Email address: lumlogistics@gmail.comTRANSPAC  
LOGISTICS (T) LIMITEDBANDARI ROAD, PLOT # 5KURASINI, P.O. BOX 70448,DAR ES SALAAM,  
TANZANIAPOC: Mathias MolleIPOC Telephone #: +255 715 461 118POC Email address:  
tlogistic@gmail.com

## General Instructions: THAILAND (TH)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.d.

AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS. NOTE - DoD Agencies supported by the US Embassy Bangkok, Thailand include:-AFRIMS - Armed Forces Research Institute of Medical Sciences-DAO - Defense Attache Office-DPAA - Defense POW-MIA Accounting Agency-FPD - Force Protection Detachment-FSB - Forward Support Base-Asia-JUSMAG - Joint States Military Advisory Group-NGA - National Geospatial Agency-RDSE or ESC - Regional Dir. Security Engineering or Engineering Services Center-ROICC - Residence Office In Charge of Construction-TAPO - Technical Assistance Program Office(CH 14-MAR-2019 TCJ4-HB RB) Consolidation of HHG and POV (motorcycles are considered POVs) in the same container IS NOT ALLOWED. Doing so will delay HHG clearance between 3-4 weeks and also increase storage fees since HHGs need to be held in the container until the POV import permit is received from the Ministry of Foreign Affairs to clear the contents of the entire container. As of 21-Jan-2020, consolidation of two HHGs shipments in the same container is no longer acceptable. If a shipment will not completely fill an ocean container, Post is able to accept and Customs-clear LCL (Less Container Load). (CH 23-Jan-2020 TCJ9-OH-PAC RB) CONSIGNMENT INSTRUCTIONS (CH 23-Jan-2020 TCJ9-OH-PAC RB) Consign all Personal Property shipments destined for the US Embassy or DoD Agencies supported by the US Embassy Bangkok, Thailand to: AMERICAN EMBASSY 120 WIRELESS ROAD LUMPINI, PATHUMWAN BANGKOK THAILAND ATTN: EMPLOYEE'S FULL NAME

#### a. WEIGHT RESTRICTIONS

1. All personnel NOT assigned to Armed Forces Regional Institute of Medical Sciences (AFRIMS), the Regional Office In Charge of Construction (ROICC), the Naval Facilities Engineering Command (NAVFAC), or the Defense POW-MIA Accounting Agency (DPAA), are restricted to 25 percent of JTR weight allowance or 2,500 pounds, whichever is greater, as all Government Quarters for DoD personnel are fully furnished and loaner furniture is available during the overseas tour. (CH 16-Feb-

2021 TCJ9-OH-Pac RB)2. AFRIMS, ROICC, NAVFAC, and JPAC personnel are authorized to ship their full JTR weight entitlement as AFRIMS, ROICC, NAVFAC, and JPAC personnel are allowed to seek housing on the economy. (CH 16-Feb-2021 TCJ9-OH-Pac RB)3. Regardless of authorized weight entitlement, all incoming personnel receiving Living Quarters Allowance (LQA) or Overseas Housing Allowance (OHA) fall under Chief of Mission authority, and as such, are restricted to size limitations of quarters based on rank/grade (or equivalent) as follows (expressed in square feet):

..	....SES/O7-O10.....	.....GS13-GS15/O5,O6..	..GS5-GS12/E1-O4Occupancy 1-2.....	1,870.....
.....	1,426.....	.....	.....1,286Occupancy 3-4.....	2,361.....
.....	1,870Occupancy 5-6.....	2,712.....	.....	2,408.....
7+.....	2,852.....	.....	.....	2,548.....
			.....	2,3144.

Due to the above housing size limitations, incoming personnel should consider shipping an amount of personal property that will fit into the square footage indicated above. If incoming personnel ship an excess of personal property that will not fit into their quarters, shipping the excess personal property back to origin is not authorized, and storage for the excess items will be at their expense.5. Effective 10-JUL-2019, newly assigned personnel to the Joint United States Military Advisory Group Thailand (JUSMAGTHAI) in BANGKOK will no longer be authorized to receive LQA, will automatically be placed in the US Embassy Housing Pool, and will no longer be allowed to seek housing on the BANGKOK economy. Newly assigned JUSMAGTHAI personnel are HIGHLY ENCOURAGED to contact the US Embassy BANGKOK housing office (BangkokGSOHousing@state.gov) for further information. (CH 17-Feb-2021 TCJ9-OH-Pac RB)(CH USTC Pacific J9, 01JUL24, TF)

6. U.S. Army Service Members, accompanied or unaccompanied, assigned to the following commands are authorized full HHG weight allowance:

- Joint U.S. Military Advisory Group Thailand
- Armed Forces Regional Institute of Medical Sciences
- Regional Office in Charge of Construction
- Naval Facilities Engineering Command
- Joint Personnel Accounting Command

7. U.S. Army Service Members, accompanied or unaccompanied, not assigned to the following commands are authorized 25 percent of the full HHG weight allowance:

- Joint U.S. Military Advisory Group Thailand
- Armed Forces Regional Institute of Medical Sciences
- Regional Office in Charge of Construction
- Naval Facilities Engineering Command
- Joint Personnel Accounting Command

8. U.S. Army Civilian Employees, accompanied or unaccompanied:

- Authorized 4,500 lbs. of HHG.
- Unaccompanied Baggage: Civilian employees and each dependent age 12 or older are authorized 350 lbs. of unaccompanied baggage and each child under age 12 is authorized 175 lbs. The combined weight of unaccompanied baggage is limited to a total of 2,000 lbs. Of this baggage, up to 1,000 lbs. may be transported by commercial air, if required.
- Note: If required to reside in Unaccompanied Personnel Housing (UPH) or Family Housing, consider shipping less than the authorized weight allowance due to the small size of the rooms.(CH USTC Pacific J9, 01JUL24, TF)

**b. CONTAINER/CRATING REQUIREMENTS**

No restrictions identified.

**c. HARD LIFT AREA**

Hard lift area for Army (UB only). Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

**d. UNACCOMPANIED BAGGAGE**

No Restrictions Identified.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

ITEMS PROHIBITED IMPORT INTO THAILAND UNDER ANY CIRCUMSTANCES: Goods with improper Thai flag design Fake currency, bonds or coins Fake Royal Seals/Official Seals Counterfeit trademark goods(CH 22-Dec-2017 TCJ4-HB-PAC RB)Personal property is cleared through customs duty-free only within 6 months after date of member arrival. Six months applies to POVs also. Restrictions do not apply if the member will have Diplomatic status.PASSPORTPlease ensure your diplomatic official passport is valid for the duration of your assignment. If your passport will expire before the end of your assignment, the Ministry of Foreign Affairs will only grant a long term residence permit to stay until the expiration date of the passport. Post strongly recommends you obtain a new diplomatic official passport if your current passport will expire before the end of your assignment.(CH SDDC-PAC 07-Nov-2016 RB)

## 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND-City is an Authorized Consumable Goods Allowance Location.(CH 05-May-2021 TCJ9-OH-PAC RB)

### a. ALCOHOLIC BEVERAGES

Alcohol may only be packed in HHG shipments, up to maximum of 15 bottles (or 1 case) per employee, and must be declared on the inventory list. No specification of bottle-size restriction or alcoholic content restriction.(CH SDDC-PAC 07-Nov-2016 RB)

### b. CIGARETTES/TOBACCO PRODUCTS

The following are prohibited from importation under any circumstances: Baraku/Shisha/Hookah/E-Cigarette(CH 22-Dec-2017 TCJ4-HB-PAC RB)

### c. COSMETICS

No restrictions identified.

### d. FOOD STUFFS AND MEATS

If food stuffs or meats are to be shipped, Post recommends inclusion into HHG shipment only. Food is considered a restricted item and requires an import permit from the Thai Food and Drug Administration. Please note that shipping food items could cause a delay to your shipment delivery.(CH SDDC-PAC 07-Nov-2016 RB)

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

The following are prohibited from importation under any circumstances: Narcotics: any habit forming narcotics such as marijuana, opium, cocaine, morphine, heroin, and other drugs even if they have been prescribed by a doctor(CH 22-Dec-2017 TCJ4-HB-PAC RB)

## 4. ELECTRICAL EQUIPMENT

The following are prohibited from importation under any circumstances: IPR infringing goods e.g. musical tape, CD, VDO, computer software, etc.(CH 22-Dec-2017 TCJ4-HB-PAC RB)

### a. HOME COMPUTERS

No restrictions identified. There are a number of Internet Service Providers (ISPs) in Thailand. Monthly costs are somewhat higher than in the U.S., but increased competition is driving prices down. ADSL connections with wireless capability are readily available. The quality of service and local connection speeds are generally good.(CH SDDC-PAC 07-Nov-2016 RB)

### b. TVs/VCRs

No restrictions identified. Television runs on the PAL system and both local and cable channels are available in most locations. U.S. TV sets (unless designed for multi-system use) will not work with local TV or cable. DVD players bought in the US might not play local DVDs. Some programs on cable are broadcast in English; others are in both Thai and English. In order to receive the English sub-channel, one must purchase a dual-language TV locally.(CH SDDC-PAC 07-Nov-2016 RB)

### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified. Electrical appliances in Thailand run on the 220V/50 Hz standard. The Embassy provides three step-down transformers for each apartment. You may purchase additional transformers locally at reasonable prices.(CH SDDC-PAC 07-Nov-2016 RB)

## 5. FURTNITURE, OVERSIZED

No restrictions identified, however, quarters may have limited space.

## 6. PETS/QUARANTINE

a. To be imported into Thailand, all pets must have a microchip (same rule will be applied for export). Pets must be vaccinated at least 21 days prior to their departure against these following viruses: Dogs (5 Required Vaccines) – Rabies, Leptospirosis, Distemper, Hepatitis, and Parvovirus or have a negative test for leptospirosis within 30 days of travel Cats (2 Required Vaccines) – Rabies, Feline Panleukopenia Virus (FPV) Pets can be shipped either as accompanied baggage or cargo. All pet shipment expenses are the responsibility of the pet owner. Please contact GSO C and S for more information at BKKTravelTransport@state.gov b. Pets other than cats and dogs require special pre-clearance. Arrangements should be made in advance. Notify GSO Customs and Shipping Unit, American Embassy Bangkok, APO AP 96546-0001,(facsimile number 011-662-255-2913) at least one month in advance if bringing birds, reptiles or animals other than cats and dogs. Also, it is the owner's responsibility to comply with CITES (endangered species) regulations and have a valid CITES certification. The Customs and Shipping Unit will obtain information on Thai requirements if provided with the scientific name of an endangered pet.(CH 22-Dec-2017 TCJ4-HB-PAC RB)

## 7. PRIVATELY OWNED FIREARMS (POF)

Importation of personal firearms into Thailand is PROHIBITED.(CH 21-Dec-2017 TCJ4-HB-PAC RB)

### a. HAND GUNS

See paragraph 7 above.(CH 21-Dec-2017 TCJ4-HB-PAC RB)

**b. RIFLES/SHOT GUNS**

See paragraph 7 above.(CH 21-Dec-2017 TCJ4-HB-PAC RB)

**c. TOY RELATED GUNS**

No Restrictions Identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

See paragraph 7 above.(CH 21-Dec-2017 TCJ4-HB-PAC RB)

**8. PRIVATELY OWNED VEHICLES (POVs)**

NOTE For POVs of Retirees, Separatees, and DLDs, refer to Paragraph 12 below.DRIVER LICENSEThe Thai Government does not recognize U.S. driver licenses. Consequently, anyone planning on driving within the first three months of their tour should have an international driver license. The process for obtaining a Thai driver license is facilitated by post GSO can only submit paperwork to the MFA after the HR/Diplomatic Accreditation and Privileges (DAP) completes the process of reporting your assumption of duty and does the Staff Registration in MFA e-Privilege system. After GSO submitting paperwork to the MFA, it will take one month to obtain MFA approval.

The following documents are required: - a copy of a valid U.S. license - a copy of your passport and a health certificate (GSO will notify you when to obtain a health certificate since it is only valid for one month). (CH 29-OCT-2020 TCJ9-OH-Pac RB) Employee also has to sign up with GSO for a trip to the Land Transport to have photo taken and receives a Smart Card license on the same day. The initial Thai Driver License is valid for two years and the one-time renewal license is valid for five years.(CH 22-Dec-2017 TCJ4-HB-PAC RB)Consolidation of HHG and POV (motorcycles are considered POVs) in the same container IS NOT ALLOWED. Doing so will delay HHG clearance between 3-4 weeks and also increase storage fees since HHGs need to be held in the container until the POV import permit is received from the Ministry of Foreign Affairs to clear the contents of the entire container.(CH 18-SEP-2019 TCJ4-HB RB)

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

(CH Entire Paragraph 29-OCT-2020 TCJ9-OH-Pac RB) The Ministry of Foreign Affairs (MFA), Kingdom of Thailand, requires the following POV informationto clear Customs: - make - model - year - engine number - serial number (VIN) - color - CC cylinders The GSO can only submit paperwork to MFA after receiving a copy of your Assignment Note from RHR AND your shipment has arrived at the Port in Thailand. It usually takes 3-4 weeks to get MFA approval and receive your POV. Once your POV is received, you must bring the POV to the Department of Land Transport for inspection, then the GSO will process your POV registration, which will take 3 more months to complete. There are no restrictions on age, color, lighting, or other requirements necessary for registration. The MFA must be informed of all transfer or sale requests before they can take place. Employees must also get approval from GSO prior to the sale or transfer of a vehicle to a third party. Car owners can sell or transfer a POV, imported using duty-free privileges, after they have owned the vehicle for at least 2 years (counted from the ownership date of each owner as shown in POV registration book). This two-year ownership rule applies to each individual owner and prevents cars from being 'flipped' (where someone buys a car in order to hold it for/sell it to another incoming diplomat). In the event a POV owner needs to sell



the vehicle within this 2-year period (due to an unexpected PCS, for example), approval to sell will be made on a case-by-case basis by the MFA. A POV owner who has a diplomatic title may import a replacement vehicle after selling their first one; however, there must be a two year-gap between the first and second importation. Administrative and Technical (A&T) staff are not authorized to import a second vehicle using duty-free import privileges. Only personnel with valid diplomatic privileges are eligible to purchase a vehicle duty-free: you may only acquire one duty-free vehicle per tour and will be given only one diplomatic license plate per tour. (There is no purchase limit on the number of non-duty free cars with local Thai license plates.) If you wish to sell such a vehicle to someone who does not have diplomatic status, and if that vehicle has been in Thailand for less than five years at the time of sale, it would be subject to taxes and duties ranging from 187% to 328% of the vehicle's value as declared upon its arrival or the market rate as determined by a Customs Officer. (Less a depreciated amount determined by the number of years that the vehicle has been registered in Thailand.) It is therefore highly recommended that you only sell a car within this 5-year period to another diplomat. Please note this does not apply to motorcycles, which are subject to duties regardless of the time in-country. Be advised that should your sale invoke such taxes, you would almost certainly lose money and may end up having to pay to sell your car. So please be very careful in your planning with regard to purchasing a vehicle and the length of your tour. POV owners can sell or transfer their POV anytime if:

- The POV was acquired on a duty-paid basis, i.e. the vehicle was locally purchased (for example, bought from another diplomat after the 5-year limit had expired) and/or manufactured in Thailand.
- POV owner can sell or transfer a POV in the event they receive PCS Orders (however the 5-year rule would still apply). The sale process may start within 6 months of departure date on the Orders.

## b. MOTOR CYCLES/MOPEDS

Motorcycles or mopeds may be imported and are considered POVs. Only one POV can be imported duty free. Unlike POVs, a motorcycle or moped cannot be sold duty or tax free even after 5 years. Under no circumstances should motorcycles or mopeds be included as part of a HHG shipment. Thailand does not allow registration for a motorcycle that is 50CC or below OR has front/back wheels less than 10 inches in diameter; therefore, it cannot be operated on the main streets. Employee can only operate the vehicle in private area or keep it at the residence. Therefore, post does not recommend shipping the above mentioned motorcycle as a POV shipment. Please contact [BKKTravelTransport@state.gov](mailto:BKKTravelTransport@state.gov) should you have question or need more information. (CH 22-Dec-2017 TCJ4-HB-PAC RB) Consolidation of HHG and POV (motorcycles are considered POVs) in the same container IS NOT ALLOWED. Doing so will delay HHG clearance between 3-4 weeks and also increase storage fees since HHGs need to be held in the container until the POV import permit is received from the Ministry of Foreign Affairs to clear the contents of the entire container. (CH 18-SEP-2019 TCJ4-HB RB)

## c. GASOLINE/CATALYTIC CONVERTERS

Catalytic converters and seatbelts are required.

## d. INSURANCE AND SAFETY REQUIREMENTS

POV must be inspected by The Department of Land Transport prior to licensing. Vehicles should be in top mechanical condition. Spare parts for most American-made cars are either unobtainable or expensive. The following are suggested for inclusion in HHG: extra spark plugs, oil/air filter, fan belt, extra points, condenser and heavy duty shock absorbers. The Royal Thai government requires all vehicles to be covered by third party liability insurance plus a compulsory insurance which MUST be



purchased locally from a Thai company. As this policy provides minimum benefits and no property damage coverage, the Embassy strongly recommends additional insurance which may be purchased locally or through a US company licensed to provide coverage in Thailand. USAA no longer insures POVs in Thailand. Avoid insurance that may invoke a diplomatic defense.(CH 22-Mar-2016 SDDC-PAC RB) Vehicle makes and models not sold or manufactured in the Kingdom of Thailand and any vehicles over 7 years old may not be eligible for first class (comprehensive) insurance in Thailand. (CH SDDC-PAC 02-Nov-2016 RB)

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Importation of any Pornographic materials are STRICTLY PROHIBITED.(CH 22-Dec-2017 TCJ4-HB-PAC RB)

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Items are inspected upon arrival. Plants requires a health certificate and import license. Several plants from many countries are prohibited. Inquire in advance at the nearest Thai Embassy or Consulate.

## 11. TRANSMITTING EQUIPMENT

Importation is restricted (not prohibited). Potential importation requires a permit from the National Broadcasting and Telecommunication Commission (NBTC). Post requires specifications of the item, and will submit the request through the Ministry of Foreign Affairs. Approval will take between 6-12 months, and importation approval is not guaranteed. Permission for import must be obtained prior to the date the shipment arrives in Thailand. Please contact [BKKTravelTransport@state.gov](mailto:BKKTravelTransport@state.gov) prior to including these items in your shipments. Post recommends customers not import these type of items.(CH SDDC-PAC 07-Nov-2016 RB)

### a. CBS

The Thai Government requires advance description of items as follows: wave, size, weight and cube, what items are to be used for, and reason for importation to Thailand. American Embassy and JUSMAGTHAI require the above information in advance in order to request import approval from the Post and telegraph department prior to arrival of shipment in country.

### b. AMATEUR/HAM RADIOS

Permission is required prior to import. Recommend notifying the GSO/Customs and Shipping Unit, American Embassy Bangkok, APO AP 96546-0001, (facsimile number 011-66-2-255-2913) prior to shipment. Certain restrictions apply.

### c. MARS EQUIPMENT

The Thai Government requires advance description of items as follows: wave, size, weight and cube, what items are to be used for, and reason for importation to Thailand. American Embassy and JUSMAGTHAI require the above information in advance in order to request import approval from the Post and telegraph department prior to arrival of shipment in country.

### d. DISH ANTENNAS

The Thai Government requires a permit for antennas over 10 milli-watts.

#### e. CORDLESS PHONES

The Thai Government requires a permit for telephones over 10 milli-watts. Items must be shipped in UAB, not in hand-carried or checked luggage.

### 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

a. Personnel contemplating retirement/separation in Thailand should be counseled all customs entry requirements remain a personal matter between the member and the Thai Government. The member should contact the nearest Consulate or Embassy for information regarding customs and quarantine entry requirements prior to shipment. Computation methods to determine import taxes are complex and variable. It may be advantageous for the member to hire a local customs brokerage agent to process shipments. HHG for retired personnel must be cleared using member's passport and it must contain a current resident visa issued by Thai immigration department. Member must contact Customs and Shipping Unit at the American Embassy, Bangkok, as soon as possible for importation documents.

b. Consign personal property directly to the customer at their address in Thailand.

c. POVs:As of Dec 10, 2019, Thailand no longer allows importation of used cars for personal use, unless the owner is diplomatic-privileged personnel assigned to Thailand and obtains approval to import from Thai MFA in advance. Therefore, it is not possible for Retirees, Separatees, and Designated Location of Dependents (DLD) to import a used car to Thailand after this regulation was enacted. Otherwise, the car will be seized and destroyed instantly after arrival and the owners will be fined.<https://www.dft.go.th/th-th/Detail-Law/ArticleId/13483/13483> (CH 29-OCT-2020 TCJ9-OH-Pac RB)

### 13. OTHER

BUDDHA IMAGES and religious objects being brought into the country as part of UB/ HHG shipments must be either specifically and individually listed on the inventory or declared to GSO Customs & Shipping once you check in at Post. BUDDHA IMAGES and religious objects are restricted items requiring an export permit from the Department of Fine Arts upon the next PCS. The cost of such permits will be covered by your travel orders provided you declared them in advance via one of the two methods described above. For any Buddha images and/or religious objects purchased during your tour in Thailand, regardless if bought in Thailand or a neighboring country, you will be personally responsible for any fees incurred to obtain the export permit. Also, the Department of Fine Arts will only grant export permits for a complete form of Buddha images. Parts of Buddha images such as the head, hands or feet OR the incomplete form of Buddha images (missing arm, broken finger etc.) are not allowed to be exported; therefore, we do not recommend you include such items in your inbound UB and HHG, as you will not be able to export them upon your next PCS.

TELEPHONES Most Embassy buildings have touch-tone telephones capable of international direct dialing (IDD). Some are equipped with RJ-11 telephone receptacles identical to those used for phones and modems in the U.S. If you are planning to bring a phone or fax machine, you may want to bring several RJ-11 receptacles in case your residence is not so equipped. Phone calls are easily made to and from Thailand. Although the cost of calling internationally from Thailand is decreasing, many employees use an internet based system like Skype, to reduce long distance call costs. On a limited basis, the Embassy switchboard may also connect your calls to the U.S. via the Embassy's Vonage phone service.(CH SDDC-PAC 07-Nov-2016 RB)

## General Instructions: TOGO (TG)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: TADL DOS )Department of State Consignment."Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD arranged shipments: Validate consumables allowance authorization within the JTR. DOS arranged shipments. Contact DOS.

**a. ALCOHOLIC BEVERAGES**

“No restrictions identified.”

**b. CIGARETTES/TOBACCO PRODUCTS**

“No restrictions identified.”

**c. COSMETICS**

“No restrictions identified.”

**d. FOOD STUFFS AND MEATS**

No Restrictions Identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

“No restrictions identified.”

**4. ELECTRICAL EQUIPMENT**

“No restrictions identified.”

**a. HOME COMPUTERS**

“No restrictions identified.”

**b. TVs/VCRs**

“No restrictions identified.”

**c. OTHER (i.e. COMPATIBILITY, ETC)**

“No restrictions identified.”

**5. FURTNITURE, OVERSIZED**

It should be noted that quarters are fully furnished.

**6. PETS/QUARANTINE**

All importers of Dogs into the country is required to should tests results before permit would be issued for their importation. The permit would only be issued if all the test results are negative. Where the disease does not exist in the country of origin, the competent Veterinary authority should indicate as such. Disease Test Required Brucella Canis  
 Serum Agglutination/Giemsa Smear Trypanosoma Evansi Card Agglutination Test

Barbesia Gibsoni

Giemsa Smear Dirofilaria Immitis

Microfilaria Filtration Test

Leishmania Spps Indirect Fluorescent Antibody Test or Elisa or Direct Agglutination Test. Evidence that the dog has been vaccinated against the following disease organisms should be provided: Canine Distemper, Hepatitis, Parvovirus, Leptospira Cnicola and Leptospira Icterohaemorrhagiae, Parainfluenza, Corona Virus. There no restriction on age.

## 7. PRIVATELY OWNED FIREARMS (POF)

"No restrictions identified."

### a. HAND GUNS

"No restrictions identified."

### b. RIFLES/SHOT GUNS

"No restrictions identified."

### c. TOY RELATED GUNS

"No restrictions identified."

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No Restrictions Identified.

## 8. PRIVATELY OWNED VEHICLES (POVs)

POV CANNOT be cleared prior to the member's arrival and receipt of their Diplomatic Status. Please provide the following information: Make, Year of manufacture, model, color, engine and Vin number.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

SUV or any type of any size engine can be shipped. Right-Hand Drive vehicles are NOT authorized in Lome. Yellow headlights are required by regulation. One vehicle is authorize duty free.

### b. MOTOR CYCLES/MOPEDS

No Restrictions Identified.

### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gasoline is available

### d. INSURANCE AND SAFETY REQUIREMENTS

All vehicles must have third-party insurance from a company approved by the Togolese Government. This coverage can be obtained at the Post at rates competitive with the U.S. Post policy requires that employees obtain personal liability insurance for the duration of their tour. The standard amount and scope of liability coverage can be discussed once you arrive at Post. Many employees purchase their comprehensive insurance in the U.S. to cover such items as theft or damage to the vehicle. Local comprehensive insurance is also available.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

“No restrictions identified.”

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

“No restrictions identified.”

**11. TRANSMITTING EQUIPMENT**

“No restrictions identified.”

**a. CBS**

“No restrictions identified.”

**b. AMATEUR/HAM RADIOS**

“No restrictions identified.”

**c. MARS EQUIPMENT**

“No restrictions identified.”

**d. DISH ANTENNAS**

“No restrictions identified.”

**e. CORDLESS PHONES**

“No restrictions identified.”

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Togo should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Togo. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. **DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.**

**13. OTHER**

DOS arranged shipments:Country: TogoPost: Lome Bureau: AFLocal Agents:1A) GS FRASERS Togo89 Blvd du MonoB.P. 12403Lome, TogoTel: 228 22 211197POC: Joele LuacesEmail: manager-togo@agsmovers.com3) DHL INTERNATIONAL TOGO1578 Blvd du 13 JanvierBP 4202Lome, TogoPOC: Kponton CaroleAzomedon Komi; Judith AgbodjiTel: 228 22 21 67 25 / 22 23 28 04Email: caroleKponton@dhl.com2) Kolta Deménagement International546 Rue N0. 12, Tokoin WuitiBP 31183Lome, TogoPOC: Jean TsogbeTel: 228 22 26 12 81Email: contact.kolta@yahoo.fr

## General Instructions: TOKELAU (TK)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.



**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: TONGA (TO)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.d.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: TRINIDAD AND TOBAGO (TT)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPPO PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS: a. ENSURE MEMBER EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797. b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK DEPARTMENT OF STATE MANAGED SHIPMENT NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)). c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER EMPLOYEES ORDERS VIA FAX EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891 0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV. d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A CANCELLED STATUS.

#### a. WEIGHT RESTRICTIONS

None.

#### b. CONTAINER/CRATING REQUIREMENTS

None.

#### c. HARD LIFT AREA

None.

#### d. UNACCOMPANIED BAGGAGE

None.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

**a. ALCOHOLIC BEVERAGES**

No restrictions identified.

**b. CIGARETTES/TOBACCO PRODUCTS**

No restrictions identified.

**c. COSMETICS**

No restrictions identified.

**d. FOOD STUFFS AND MEATS**

No restrictions identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT**

No restrictions identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

No restrictions identified.

**7. PRIVATELY OWNED FIREARMS (POF)**

No restrictions identified.

**a. HAND GUNS**



No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

#### c. TOY RELATED GUNS

No restrictions identified.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No restrictions identified.

### 8. PRIVATELY OWNED VEHICLES (POVs)

No restrictions identified.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

For members of Administrative and technical staff only. You are advised that the government of Trinidad and Tobago permits duty free importation privileges only up to a period of six months after arrival at post. Any importation after that period will be subject to the payment duty which averages 80-100 percent. Very important: Members of Administration and technical staff are only allowed one duty free POV. A motorcycle is considered a vehicle for duty free exemption.

#### b. MOTOR CYCLES/MOPEDS

None.

#### c. GASOLINE/CATALYTIC CONVERTERS

None.

#### d. INSURANCE AND SAFETY REQUIREMENTS

None.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Trinidad and Tobago should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Trinidad and Tobago.

**13. OTHER**

No restrictions identified.

## General Instructions: TROMELIN ISLAND (XT)

### 1. SHIPMENT INSTRUCTIONS

For DOS arranged moves: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

"Importation is PROHIBITED."

#### b. CONTAINER/CRATING REQUIREMENTS

"Importation is PROHIBITED."

#### c. HARD LIFT AREA

"Importation is PROHIBITED."

#### d. UNACCOMPANIED BAGGAGE

"Importation is PROHIBITED."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"Importation is PROHIBITED."

### 3. CONSUMABLES

"Importation is PROHIBITED."

#### a. ALCOHOLIC BEVERAGES

"Importation is PROHIBITED."

**b. CIGARETTES/TOBACCO PRODUCTS**

"Importation is PROHIBITED."

**c. COSMETICS**

"Importation is PROHIBITED."

**d. FOOD STUFFS AND MEATS**

"Importation is PROHIBITED."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"Importation is PROHIBITED."

**4. ELECTRICAL EQUIPMENT**

"Importation is PROHIBITED."

**a. HOME COMPUTERS**

"Importation is PROHIBITED."

**b. TVs/VCRs**

"Importation is PROHIBITED."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"Importation is PROHIBITED."

**5. FURTNITURE, OVERSIZED**

"Importation is PROHIBITED."

**6. PETS/QUARANTINE**

"Importation is PROHIBITED."

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"Importation is PROHIBITED."

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

8. PRIVATELY OWNED VEHICLES (POVs)

"Importation is PROHIBITED."

a. POVs (includes data on prohibited vehicles, colors, etc.)

"Importation is PROHIBITED."

b. MOTOR CYCLES/MOPEDS

"Importation is PROHIBITED."

c. GASOLINE/CATALYTIC CONVERTERS

"Importation is PROHIBITED."

d. INSURANCE AND SAFETY REQUIREMENTS

"Importation is PROHIBITED."

9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is PROHIBITED."

10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"Importation is PROHIBITED."

11. TRANSMITTING EQUIPMENT

"Importation is PROHIBITED."

a. CBS

"Importation is PROHIBITED."

b. AMATEUR/HAM RADIOS

"Importation is PROHIBITED."

c. MARS EQUIPMENT

"Importation is PROHIBITED."

d. DISH ANTENNAS

"Importation is PROHIBITED."

e. CORDLESS PHONES

“Importation is PROHIBITED.”

12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

“Importation is PROHIBITED.”

13. OTHER

None.

## General Instructions: TUNISIA (TN)

### 1. SHIPMENT INSTRUCTIONS

For DOD arranged shipments: Contact GBLOC WKAS. For DOS arranged moves: Contact TUDK (DOS) Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: TunisKeiji D TURNER TurnerKD@state.gov 216-71-107-267 FSN Contact Information: TunisGSO Customs and Shipping@state.gov 216-71-107-100 Group Email: TunisGSO Customs and Shipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS. a. Provide a copy of PPGBL, DD FORM 1299, members orders, inventory(ies) and other related shipping documents to USODC, USDAO, and General Service Office (GSO) at American Embassy, Tunis. Estimated value of property shipped should be reflected

on the DD Form 1299 pertaining to the respective shipment(s) and also pieces, weight, and cube must be annotated on PPGBL in order for American Embassy Tunis/GSO to accomplish customs franchise documentation for clearance of shipment(s) through Tunisian customs. b. HHE and UAB shipments are cleared within one week to 10 days. Carrier must ensure original Bill of Lading, copy of the airway bill, copy of PPGBL, inventory of shipments are made available to the servicing local agent before and upon arrival of the shipments to preclude customs clearance delays. Shipments, HHE/UAB, if sent directly to Post, should be consigned to: (1) HHE: American Ambassador (Employee's initials) American Embassy, Tunis, Tunisia(2) UAB: American Ambassador (Employee's initials) American Embassy, Tunis, Tunisia(3) POV: American Embassy Tunis, Tunisia for: (name)

### 3. CONSUMABLES

DOD arranged shipments: Validate consumables allowance authorization within the JTR. DOS arranged shipments. Contact DOS.

#### a. ALCOHOLIC BEVERAGES

Importation is prohibited.

#### b. CIGARETTES/TOBACCO PRODUCTS

Importation is prohibited.

#### c. COSMETICS

Packing in UAB, Airfreight is prohibited. Do not pack hazardous items such as aerosol cans, nail lacquer, paints, matches, acids, mercury, solvent, flammable or explosive items, such as lighter fluid.

#### d. FOOD STUFFS AND MEATS

A wide selection of food, cosmetics, alcohol and tobacco is available in the post commissary and at the local duty-free outlet. Importation is prohibited.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified. Health unit stocks vaccines and selected medications for short-term illnesses.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No restrictions.

#### b. TVs/VCRs

No restrictions identified. Houses have 200 volt, 50 cycle current.

#### c. OTHER (i.e. COMPATIBILITY, ETC)



No restrictions identified.

## 5. FURTNITURE, OVERSIZED

No restrictions although the quarters is FULLY furnished.

## 6. PETS/QUARANTINE

There are no restrictions on importation of pets. However, to avoid administrative delays, pets should accompany owners when possible. Owner should have documents indicating pet has been vaccinated against rabies and the vaccination is at least 30 days but not more than 1 year old. A health certificate not more than 14 days old is also required.

## 7. PRIVATELY OWNED FIREARMS (POF)

No Restrictions Identified.

### a. HAND GUNS

No restrictions identified.

### b. RIFLES/SHOT GUNS

Import restrictions: The Tunisian Government limits the importation of firearms to one hunting shotgun per household/family. The importation of all other firearms or weapons is prohibited. Newly assigned employees must obtain Chief of Mission approval (info to the Regional Security Officer and the Embassy General Services Officer) prior to bringing a shotgun to post and are prohibited from importing any other personally owned weapon/firearm. Additionally, newly assigned employees are discouraged from bringing a hunting shotgun to post due to the difficulty in obtaining a permit for its use. However, should an employee obtain the approval and elect to ship a shotgun, it must be packed in a separate, unmarked box with the employee's air freight ? to facilitate customs registration ? the type, make, gauge and serial number of the shotgun should be listed on the inventory of personal effects. Registration of the shotgun will generally take at least six months and can take up to one year. Tunisian and European cartridges for hunting shotguns are available locally. Do not send ammunition with your shotgun or pack it elsewhere in your airfreight or seafreight.

### c. TOY RELATED GUNS

No restrictions identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

You may not, repeat, not ship ammunition in any shipments.

## 8. PRIVATELY OWNED VEHICLES (POVs)

POVs can not arrive for a military member until he/she is accredited to the Ministry of Foreign Affairs of Tunisia.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

(1) POV cannot be cleared prior to employee's arrival at post. Government of Tunisia will not authorize the entry of any car with dark tinted windows. Unlicensed POVs should not be shipped to Tunisia. The POV should be registered in another country and have proper license plates before shipments. Original Bill of Lading, correct consignee data, shipper, RDD, type of vehicle, color, vin/serial number, license plate, name of vessel should be forwarded to American Embassy, ATTN: Shipping, Tunisia. (2) POVs should not be ostentatious. Air conditioning is recommended. Due to lack of competent mechanics for any make/model of POV, all systems should be in good repair. Recommend service member send basic replacement parts in HHG shipment (e.g., plugs, points, air/oil filters, belts, hoses). Non-Diplomatic personnel (i.e., Non-accredited) may ship, during their first year at Post, only one POV duty-free. Diplomatically assigned personnel are allowed to register two duty free POVs if the spouse resides at Post. Diplomatically assigned personnel may import only one POV but may buy a second POV (duty free) after arrival.

#### b. MOTOR CYCLES/MOPEDS

Any moped/motorcycle under 125cc does not have to be registered and there is no limit on the number that may be shipped. Any moped/motorcycle over 125cc is considered a POV and must be registered.

#### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gasoline is available in most major cities in Tunisia. Removal of the catalytic converter is not necessary.

#### d. INSURANCE AND SAFETY REQUIREMENTS

All vehicles operated in Tunisia must have at least third party liability insurance obtained through an insurance company licensed to do business in Tunisia.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Prohibited from shipment.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

#### a. CBS

Not authorized.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

Not authorized.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Tunisia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Tunisia. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. **DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.**

**13. OTHER**

Every UAB, HHE and POV shipment is scanned before clearance through port and/or airport customs. DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: ITBL Local Agent: Country: Tunisia Post: Tunis Bureau: NEA Local Agents: Olympic Tunisia & Safe services 18 rue Fattouma Bourguiba, Residence Fares, bloc A-22 La Soukra 2036 Tunis, Tunisia-- Phone: +216-20-696-021; +216- 71-868-090-- E-mail: selmin@olympictunisia.com-- POC: Najoua SELMI General Manager Dmnagements JAF address : 4, Rue de la Nouvelle Delhi 1002 Tunis, Tunisia- Phone: 216-71-906-446; 216-20-25-24-25,- E-mail: demjaf@planet.tn- POC: Anis Moumene Manager

## General Instructions: TURKEY (TR)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments:INCIRLIK AB (GBLOC UQAZ): All Service members E-5 and above - 25 percent of the full HHG weight allowance or 2,500 lbs, whichever is greater, plus unaccompanied baggage. All Service members E4 and below - 10 percent of the full HHG weight allowance, plus unaccompanied baggage. All civilian employees, any 4,500 lbs of HHG. IZMIR AB: All Service members - 25 percent of the full HHG weight allowance or 2,500 lbs, whichever is greater, plus unaccompanied baggage. All civilian employees, any 4,500 lbs of HHG. ANKARA: Services DOD members assigned to 717th ABS, DODDS School, Commissary, DLA, Center of Excellence and are authorized full JTR weight allowance.

#### a. WEIGHT RESTRICTIONS

DOD personnel assigned to American Embassy and all ODC, TLO, OSI, DAO personnel: Authorized to ship up to 2,500 lbs. or 25% of their weight allowance, whichever is greater. They also can ship one POV at government expense and their pets. POC for PPTY shipments for the Embassy is Yalim C. Soyer, his title: Ship Supv # 20632.ARMY PERSONNEL: Prior to reporting to the duty station and or applying for a shipment of household goods (HHG), all inbound personnel must contact their gaining commands servicing housing office to determine if their HHG will fit into assigned Government or privatized quarters and unaccompanied personnel housing (UPH). Excess HHG that cannot be stored in the quarters or UPH are the member employee responsibility. Commercial storage facilities are unavailable. The member/employee incurs all costs to ship the excess HHG back to CONUS for storage. (a) Accompanied tour: Full JTR weight allowance. (b) Unaccompanied tour: 25 percent of full JTR weight allowance or 2,500 pounds, whichever is greater. (c) UB shipments via expedited mode (commercial air), maximum of 1,000 net pounds including PBP&E is authorized.DOS ARRANGED SHIPMENTS: Department of State Consignment Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

Hard lift area for Army (UB only). Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

DOD ARRANGED SHIPMENTS: TDY Personnel: Turkish customs law does not allow customs clearance for members not permanently assigned to Turkey. Do not ship via ITGBL or DPM. TDY personnel are allowed to receive personal property only via mail. Use this paragraph as authorization for reimbursement of postage fees if member mails property to Turkey. Personnel must ensure the following items with serial numbers as appropriate, are listed on carrier inventory at origin, televisions, stereos (as sets or pieces including amplifier and speakers), refrigerator, washer & dryer, air conditioner, deep freezer, game consoles, DVD, blue-ray player, computer, laptop, tablets, photo and video cameras (this list is not inclusive). Items are customs controlled and require recording on the USAFE Form 554 official NATO Beyanname. Personal property must be accurately identified, and complete documentation provided including transshipment manifests furnished by processing activities. Insufficient or erroneous documentation will delay customs clearance. Property must arrive in Turkey not earlier than 2 months prior or 6 months after the arrival of the DoD member. Personal property arriving after 6 months requires permission from the Turkish Ministry of Customs. Obtaining this permission may take an additional 6 to 8 weeks after the property arrives. Turkish Ministry of Customs will not accept any request for permission to allow delivery of personal property that arrives after the 6-month period until after the property has physically arrived in country. In accordance with Turkish Customs regulations, individuals will be authorized to import their HHGs if such shipments arrive within 6 months of the special occurrences (like marriage or divorce) after arrival to Turkey. It is very important that TMOs use extreme prudence when determining shipment RDD. Any shipment that will arrive based on constructive RDDs either more than 2 months prior or later than 6 months after the member arrives should be afforded the opportunity to be placed in SIT at origin. Household goods or unaccompanied baggage are stored in customs bonded warehouses. Turkish Customs laws allow unchallenged storage for the first 90 days. If any shipment needs to be extended, TMO will submit an Extenuation Request letter to the Customs Office to obtain permission from HQ Customs (for another 90 days) which can take a few months to receive approval. Therefore, shipments must be placed into SIT at origin if members reporting dates will be delayed because of TDY enroute or other extenuating circumstances, in order to avoid excessive waiting time for permission from Customs and even possible seizure of the property. All members inbound to Turkey must have a copy of the inventory of each shipment and be aware that all Beyanname items being shipped into Turkey must either be shipped out when PCSing outbound regardless of its condition, transferred to another DOD member that is authorized duty-free import, or turned-in to the Turkish Customs. Members may be charged 5x the cost of item if you do not PCS with them and must leave prior to DEROS expiration. Because of recent changes in Turkish laws, it is strongly advised that members be thoroughly briefed to not ship the following items to Turkey. Turkish Customs does not recognize these items as household articles nor privately owned vehicles; as such, they have not been allowing them duty-free entry into the country. To avoid additional handling and cost of returning these items to the states for storage, it is advised that these items be identified to go into NTS: Jet Skis, Snowmobiles, Golf Carts, Hang Gliders, Para Gliders, Ultra-Light Vehicles, battery powered Mopeds, Boats and Associated Trailers.

## 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

1 bottle of 100 cl or 2 bottles of 75 or 70 cl of alcoholic drinks may be imported in personal property shipment (HHG or UB) duty free. Any excess, subjects the shipment for seizure by Turkish Customs.

#### b. CIGARETTES/TOBACCO PRODUCTS

Cigarette Tobacco Products, either domestic or foreign; 200 cigarettes (1 Box) or 50 cigars. In addition, 200 gr cut tobacco and 200 cigar papers or 200 gr pipe tobacco or 200 gr tobacco or 50 gr snuff, may be imported in personal property shipment (HHG or UB) duty free. Any excess subjects the shipment to seizure by Turkish Customs.

#### c. COSMETICS

5 bottles of eau de cologne, lavender, perfume, essence and lotion kept in bottles of maximum 120ml.

#### d. FOOD STUFFS AND MEATS

1.5 kg of coffee, 1.5 kg of instant coffee, 1 kg of tea, 1 kg of chocolate, 1 kg of food produced from sugar. Meat products are not allowed to be imported in personal property shipment (HHG or UB).

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Sick beds of the traveler, chairs with movable parts designed for disabled people either with or without an engine, medicines used for personal medical treatment, gas mask and similar protective equipment (maximum 2 units).

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified". Items will be recorded on the member's NATO Beyaname.

#### b. TVs/VCRs

"No restrictions identified". Items will be recorded on the member's NATO Beyaname.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

Laptops, tablet, game consoles, and cell phones may be hand carried.

## 5. FURTNITURE, OVERSIZED

"No restrictions identified". Items will be recorded on the member's NATO Beyaname.

## 6. PETS/QUARANTINE

Please be aware that Türkiye is considered a high risk, rabies endemic, country. Exporting your pet to another country from Türkiye is going to be a lengthy, complicated process. For INCIRLIK AB: Members residing in a single occupancy home are authorized two (2) pets per home and must notify 39 CES Housing Management of pet occupancy by emailing [39ces.cechh@us.af.mil](mailto:39ces.cechh@us.af.mil) with the quantity and type (dog and/or cat) of pet prior to the pet's arrival. All members residing on Incirlik Air Base (IAB) are authorized one (1) aquarium, not to exceed 25-gallons, to house only fish. No other aquarium or terrarium dwelling animals are authorized in base housing. All guidance set forth by AFD 11009008-012, including breed restrictions and behavior expectations, and INCIRLIKABI 44-101, Control of Animals on Incirlik Air Base will be followed without exception. Members residing in a double occupancy home, or a dormitory are not authorized any pets. ANKARA & IZMIR have no pet restrictions. DEFINITIONS: Single Occupancy Home: Homes assigned one resident or a married couple. Double Occupancy Home: Homes assigned two residents who are not a married couple. Pets: Dog or Cat unless otherwise specified. Pets are not allowed entry via rotator and commercial means to/from Adana/Incirlik due to these locations not being approved ports for pets. Pet owners are required to conduct due diligence for all entry requirements and use the list of approved ports of entry when planning your pet's travel. The APHIS USDA website is a good place to start, <https://www.aphis.usda.gov/pet-travel/us-to-another-country-export/pet-travel-united-states-turkey> Veterinary services on base are extremely limited due to veterinary mission requirements, manpower and supplies. Additionally, the Incirlik Veterinary Treatment Facility (VTF) does not see personal pet emergencies. If your animal is on any long-term medication, prescription diets and/or has ongoing health concerns, be advised that these pets may not be able to get the adequate medical care they require. Please also be aware, there are no emergency veterinary services on base. Also consider that off-base access may be limited due to FPCON measures at any time. Review the list of banned dog breeds, pet checklist, and registration requirements on Incirlik AB Newcomer's page <https://www.incirlik.af.mil/Newcomers/>

## 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED." from shipping or hand carrying any firearms into the country due to Turkish Beyaname Law.

### a. HAND GUNS

"Importation is PROHIBITED."

### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

### c. TOY RELATED GUNS

"Importation is PROHIBITED."



#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

### 8. PRIVATELY OWNED VEHICLES (POVs)

In accordance with the Turkish Customs Circular, a POV is defined as all kinds of motor vehicles used for personal and non-commercial purposes, as well as caravans and trailers that can be used with them. Due to strict inspection regulations, POVs can't have modified vehicle parts, such as lift kits, Glasspack Muffler system, large vehicle tires, etc. Advance approval is not required and authority to ship a POV must be stated in the members PCS order and must cite authority's correspondence. Contact PPSO Incirlik GBLOC: UQAZ 39 LRS INCIRLIK AB, ADANA, TURKEY for POV questions. Other Services, please contact your HQ Services for POV shipment information.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

DOD Personnel for INCIRLIK: AIR FORCE ACTIVE-DUTY PERSONNEL: Incirlik AB policy restricts operation and registration to (1) POV per active-duty member meeting the above criteria without regard to whether the vehicle is shipped as a POV or as household goods (HHG). Shipment of (1) POV is authorized for persons O-1, E-7, GS-5, and above regardless of tour length. Additionally, E-5 and E-6 personnel serving tour lengths of 24 months or longer are authorized shipment of (1) POV. Motorcycles and gasoline powered mopeds are considered POV's for Turkish Customs and can be shipped with HHG. IZMIR and ANKARA: All members are authorized (1) POV shipment, government storage is not authorized. If you chose not to ship your POV, storage fees are not reimbursable. According to Turkish Customs rules of the unity of family, joint spouse assignments to Turkey are considered one family unit and each family unit is only allowed a maximum two vehicles on their Turkish Customs records (USAFE Form 554 NATO Beyanname). Joint spouses may have the vehicles put on their separate Turkish Customs records (NATO Beyanname) and use their separate entitlements to ship their vehicles in and out of Turkey at government expense. Except motorcycles and gasoline powered mopeds shipped as HHG, second POV shipments of all other accompanied members are not entitled at government expense. Individuals who ship second vehicles to and from Turkey are required to comply with all Turkish Customs requirements concerning shipment of a POV at their own expense (such as hiring a commercial customs representative, paying transit, storage, and port fees, etc). Any additional POVs including motorcycles and 4-wheelers will have to be reshipped to the place of origin at the member's expense. Selling POVs in Turkey: Turkish Customs Beyanname laws state the Turkish Government retains the right to approve or disapprove the sale and or transfer of POV. Members anticipating doing so while assigned to Turkey are required to submit a request to the Turkish Ministry of Customs. The decision process takes approximately 6-8 weeks at a minimum. For this reason, members must start the process a minimum of 3 months prior to their departure, otherwise, the member can anticipate delays when clearing Beyanname. Members shipping a vehicle that does not meet US Environmental Protection Agency (EPA) and the Department of Transportation (DOT) standards in addition to the above requirements are informed of the following options to consider when members are unable to sell and or transfer their vehicles: dispose of their vehicle by obtaining a Customs Broker, which fees can be very expensive, or ship the vehicle back to CONUS and pay the cost of conforming the vehicle back to US EPA DOT standards which is also very expensive. Turkey DOES NOT have commercial POV storage facilities available and will not allow POVs to be stored without being registered. Registration and Operation. POV registration (including motorcycle and MOPED) is a lengthy and costly process. It can take up to 3 months to



register and cost around \$1,500. Member must possess a valid driver's license and apply for a NATO smart card immediately upon arriving on station and notify the Pass & ID Office to begin the POV registration

## b. MOTOR CYCLES/MOPEDS

Motorcycles and mopeds are considered POVs and must adhere to the same policies stated above in section 8. (1) Motorcycle Moped Safety Requirements: At least one mirror is mandatory. (b) Brakes must work. (c) Lights: Any installed light system must work. (2) Motorcycles: Headlight, brake light, and license plate light are required. (3) Mopeds: Small (under 50 cc) mopeds are only required to meet bicycle standards (headlight and rear reflector); larger mopeds must meet motorcycle standards. (a) Body: Free of rust, dents, scratches, etc. (b) Windshield: Not required, but if installed it must be free of cracks, etc. (c) Horn: Must work. (d) Safety Items: Motorcycles require first aid kit. Mopeds no requirements. (e) Motor and chassis number: Same as automobiles. (f) Motorcyclist driver's license and Safety foundation course (specialty state equivalent) is required and must remain valid through the duration of their tour as a training program is not stood up for Incirlik. BE ADVISED: Member's motorcycle rider safety training must remain valid through the duration of their tour as a training program is not stood up for Incirlik. Registration timeline and cost mentioned in section (8a) also apply to motorcycles. E-Bikes & E-Scooters are not considered POVs and are authorized transportation in HHG shipment WITHOUT the batteries. Shipment of lithium batteries of all types and sizes are PROHIBITED.

## c. GASOLINE/CATALYTIC CONVERTERS

Removal of catalytic converters is no longer recommended since unleaded gas is available throughout Turkey.

## d. INSURANCE AND SAFETY REQUIREMENTS

A safety inspection is part of the initial vehicle registration process in Turkey. Re-inspections are conducted every 2 years for automobiles and every year for vans and trucks. If any deficiencies are noted during the initial inspection, inspection will start all-over. In addition to automobile requirements, trucks and vans must have mudflaps on both rear wheels. (1) Exterior: Must be free of rust, holes, dents, and scratches, and must be in good condition and clean. (2) Windshield: Free of cracks, holes, etc. (3) Lights: (a) Headlights must be identical in size and color. High beams must be capable of illuminating 20 meters. Low beams must be in working condition. (b) Safety lights must be in working order. (c) Turn indicators, parking lights, brake lights, and a license plate light are required. (4) Exhaust System: The muffler must be free of holes and must be noiseless. The exhaust pipe should be pointing back or to the left side, not the right side (not bent down or up) and must extend to the edge of the rear bumper. (5) Trailer Hitch: Must be removed from the vehicle, unless you have trailer in Turkey, then you must register the trailer at the same time you register the vehicle. (6) A horn is required; however, air horns, musical horns, and excessively loud horns are prohibited. (7) Wheel Alignment: (8) Brakes: The brakes on all wheels must engage when the brake pedal is applied. (a) Hand Brakes: Must be strong enough to hold car in place when low gear is engaged, and gas is lightly applied. (9) Safety items required at inspection point: (a) Two warning reflectors. (b) First aid kit. (c) Flashlight. (d) Towing wire. (e) Snow chains for tires (unavailability acceptable at non-snow areas). (f) Spare tire. (g) Extra bulbs for headlight, parking, signal and stop lights. (h) Fire extinguisher. (10) Side and rearview windows: Must be free of cracks and in working condition. All windows glass must be transparent from inside and outside. (11) Windshield wipers: Must work. (12) Doors: Must work. (13) Motor and chassis identification numbers: Must have both

numbers on vehicle, number must be readable, and vehicle owner must know where numbers are to show the inspectors at the inspection station. Indication of location of motor number on engine block on the DD 788 Form is advised non-availability of motor number on DD 788 may delay customs clearance at the entry ports. TURKISH CUSTOMS REQUIRES ACCURATE VIN AND MOTOR NUMBERS IN ADVANCE OF VEHICLE ARRIVAL - PLEASE HAVE THIS INFORMATION WITH YOU AT TURN-IN AND PICK-UP PROCESSING. FAILURE TO PROVIDE AN ACCURATE MOTOR NUMBER WILL SIGNIFICANTLY DELAY THE CUSTOMS CLEARANCE OF YOUR VEHICLE - TURKISH CUSTOMS WILL SEND YOUR VEHICLE TO AN OFFICIAL MECHANICAL ENGINEER FOR MOTOR NUMBER VERIFICATION. YOU WILL INCUR ALL ASSOCIATED COSTS FOR THIS SERVICE (APPROXIMATELY 120-150 TL). (14) Windows should not be filmed. Factory tint (smoke or light tone) is permitted.

## 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Special considerations and appeals are not permitted under Turkish Customs laws. Turkish Customs law prohibits pictures, engravings, publications, advertisements, photographs, movie pictures, or other obscene documentation against decency and shame. Personnel should be counseled on this prohibition. Turkish customs may seize pornographic material, if shipped.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Importation of stuffed wildlife, animals and plants are subject to Certificate of Health; of appropriate official agencies of the sending State.

## 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

### a. CBS

Subject to advance permission of Turkish Authorities.

### b. AMATEUR/HAM RADIOS

Subject to advance permission of Turkish Authorities.

### c. MARS EQUIPMENT

Subject to advance permission of Turkish Authorities.

### d. DISH ANTENNAS

“Importation is PROHIBITED.” Item(s) will be recorded on the personal customs file.

### e. CORDLESS PHONES

GSM-cellular phone (with SIM cards) are approved.

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Transportation Officers must ensure the GBL states Retirement Shipment Separation Shipment or Early Return of Dependent (ERD) as applicable. DoD personnel who are shipping under ERD, retirement or separation orders and ship their personal property on a GBL, are exempt from the customs agreement between the United States Government and Foreign countries. ERD, separatees, or retirees will clear HHG thru Turkish Customs on their own. Members in these categories must contact the nearest Turkish Consulate or Embassy or call destination TMO in Turkey to verify the updated responsibilities and restrictions. If the separatee retiree has a spouse or dependent who holds a Turkish Passport and wants to use special privileges of importing household goods into Turkey duty-free; they should have the Turkish Consulate approval stamped on the residence and or work permission documents (of two years or over permanent residency stationing out of Turkey) before arriving in Turkey. Turkish passport holder name should be indicated in block 18 on the GBL and final manifest, and the origin port agent should indicate Turkish passport holder name on ocean bill of lading and final manifest, in order to clear customs. Members are to check with Turkish Consulate or Embassy for updated importing procedures on HHG and POV.

### 13. OTHER

DOD MEMBERS: Military and DoD Civilians should not relocate dependents to Turkey for a follow-on location assignment until they have PCS NATO orders. Dependents will not be covered under the NATO-SOFA agreement and will not be able to receive a NATO Beyanname to clear Turkish Customs. Members who send their dependents to Turkey without being assigned to Turkey and do not have NATO orders will be responsible for HHG, Vehicle shipment, customs broker, customs fees, and duties even if their dependents are Turkish citizens. Personal Property Offices should not process a DD Form 1299 for members unless the member has PCS NATO orders to Turkey. Intratheater household goods shipments destined to Turkey must be containerized. There is no commercial storage in-transit facilities suitable for storage of loose lot household goods within Turkey. ITGBL HHG, intratheater HHG via rail and truck, and intratheater and CONUS retrograde TP4 HHG consignment instructions are the same as for DPM HHG. DOS arranged shipments: ITGBL Local Agents: A SYA NAKLIYATPOC Kanat BUYUKNISAN Address: Ceyhan Yolu 12. Km 01310 Incirlik Adana TURKEY Tel: +90.322.332.73.02 Fax: +90.322.332.98.65 Cell: +90.533.707.21.31 Email: adn@asyanakliyat.com Web: www.asyanakliyat.com E SEN NAKLIYATPOC Aysegul INCEKALAN Address: Esen International Moving Co. Ltd. Ceyhan Yolu 12. Km No:400 Incirlik, Adana /Turkey Tel: +90 850 215 27 99 Ext: 333 GSM: +90533-2592961 Email: aysegul@esenmoving.com.tr Email: adana@esenmoving.com.tr Web: www.esenmoving.com.tr

## General Instructions: TURKMENISTAN (TM)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) DOS arranged shipments: Contact (GBLOC: WSVDZ DOS, Turkmenistan) Department of State Consignment"Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. 4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Ashgabat Michael Scheer  
scheerm@state.gov Braunstein MR@state.gov 993-12-94-00-45 x2151 FSN Contact Information: Rahman Mamenov mamenovrm@state.gov mamenovrm@state.gov 993-12-94-00-45 x2166 Group Email: AshgabatShipping&Customs@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

DOS arranged shipments: GSO Shipping & Customs does customs clearance for all incoming shipments

### 3. CONSUMABLES

DOD and DOSJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Ashgabat, Turkmenistan as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified.". Houses have 220 volt, 50 cycle current.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURNITURE, OVERSIZED

“No restrictions identified.” although quarters are fully furnished.

## 6. PETS/QUARANTINE

There are no restrictions on bringing most types of domestic pets to Turkmenistan. If your pet is traveling with you, a current (within 3 months) international health certificate and vaccination certificate for your pet(s) is necessary. Pets entering the country must meet the following requirements: a) Valid rabies vaccination certificate b) Pet passport c) Health certificate

## 7. PRIVATELY OWNED FIREARMS (POF)

Not allowed for import except in cases where the importation of firearms has been approved by the MFA. These cases include importation of weapons for bodyguards of high-level delegations, firearms for Marines arriving to post. Contact Post prior to shipment.

### a. HAND GUNS

Not allowed for import except in cases where the importation of firearms has been approved by the MFA. These cases include importation of weapons for bodyguards of high level delegations, firearms for Marines arriving to post. Contact Post prior to shipment .

### b. RIFLES/SHOT GUNS

Not allowed for import except in cases where the importation of firearms has been approved by the MFA. These cases include importation of weapons for bodyguards of high level delegations, firearms for Marines arriving to post. Contact Post prior to shipment

### c. TOY RELATED GUNS

“Importation is PROHIBITED.”

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

## 8. PRIVATELY OWNED VEHICLES (POVs)

POVs CANNOT arrive before the member's arrival.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

No restriction on size or weight. POVs can be cleared through customs before the arrival of the owner. Registration starts after the owner has been accredited by Ministry of Foreign Affairs of Turkmenistan.1. Turkmen law restricts the importing of vehicles into the country that are older than 5 years from the date of manufacture on the date of their arrival. Yes, the employee can ship the vehicle manufactured in 2012 (not the model) till the end of 2017. Keeping in mind that the transportation of vehicles from the U.S. to Ashgabat takes 2-3 months we DO NOT recommend that you ship vehicles manufactured in 2011 in order to try to catch the deadline which is the end of 2016.2. Turkmen law also restricts vehicles (cars, trucks, motorcycles, special vehicles and machinery) damaged in a traffic accident and not conforming to traffic regulations. Yes, the

vehicle which has visible body damage and is in need of repairing cannot be imported.3. The required annual re-registration of diplomatic-plated vehicles carries the same 5-year import restriction. Thus you should not plan to import a POV older than 5 years on the date of its arrival. Once the vehicle is imported into the country the registration can be extended annually even if the vehicle will be older on the date of departure of the employee. The employee also can sell the vehicle (older than 5 years) to another DIPLOMAT accredited in Turkmenistan.4. Factory-installed window tinting (50%) is allowed on the back window and rear-passenger seat windows only. After-market tinting is prohibited. Yes, the vehicle with tinted windshield and the front window glasses is not allowed to be imported. Only 50 % tinting of the rear passenger window glasses is allowed. After-market tinting is prohibited. 5. Sports cars (2-door) and cars with engine sizes 3.5 liters or larger are not allowed to be imported. Yes, two-door sport cars and any vehicle with engine size LARGER than 3500 cm<sup>3</sup> (3.5 L) are not allowed.

#### b. MOTOR CYCLES/MOPEDS

Motorcycle CANNOT be shipped as part of their HHG.

#### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gasoline is available in most major cities in Turkmenistan. Removal of the catalytic converter is not necessary.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Insurance policy is not requested by customs upon arrival of a vehicle, however Turkmenistan Government requires local insurance (third party liability insurance) prior to registration of vehicle. POVs should be sent to Post according to International vehicle shipping standards.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“Importation is PROHIBITED.”

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“No restrictions identified.”

### 11. TRANSMITTING EQUIPMENT

“No restrictions identified.”

#### a. CBS

“No restrictions identified.”

#### b. AMATEUR/HAM RADIOS

“No restrictions identified.”

#### c. MARS EQUIPMENT

“No restrictions identified.”

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Turkmenistan should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Turkmenistan. When processing application and gbl, shipment must be consigned to member's residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

**13. OTHER**

ITGBL Local Agents:Country: TurkmenistanPost: Ashgabat Bureau: SCALocal Agents:ES  
"Meno Logistics Turkmen"19/1 Garashsyzyk Ave744000 Ashgabat TurkmenistanTel: +99312  
480756; 480721;Fax: +99312  
480710contact@menologistics.com;serdar.ashirov@menologistics.comIE "Beyik Yupek  
Yoly"137, 10 Years Abadanchylyk Str744000 Ashgabat TurkmenistanTel: +99312  
483466/67Fax: +99312  
483468info@greatsilkroad.tmmele@greatsilkroad.tmi.zarina@greatsilkroad.tmb.alexander  
@greatsilkroad.tmES "TURKMEN AK YOL" POC VladimirTakhiev BC  
"Joshgun",B.Turkmenistan ave.,108Ashgabat, TurkmenistanMob: +993 64 01 92 59,Tel:  
+993 12 21 97 95,Fax: +993 12 21 97 94E-mail: Vladtah@tay.tm,info@tay.tm;  
project.department@tay.tmGLOBALINKTransportation & Logistics WorldwideCompany  
POCGuljahan Gochmyradova International BusinessCenter,2nd Floor, Ashgabat,  
TurkmenistanTel: +993 12 94 72 15E-mail: g.gochmyradova@globalinkllc.comES "Bir  
Dunya"104, 1916 Str (Baba Annanov)744000 Ashgabat TurkmenistanTel: +99312  
439318/80/81Fax: 99312  
439317info@birdunya.commariya.nurumbayeva@birdunya.comGOSELIN GROUP POC  
LilyaTuraeva Turkmenbasy ave., 2,15B,Ashgabat, TurkmenistanTel/Fax: +993 12 39 41  
89Mobile: +993 62 44 17 85E-mail: bookingsashgabat@gosselin



## General Instructions: TURKS AND CAICOS ISLANDS (TC)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: TUVALU (TV)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.



## General Instructions: UGANDA (UG)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) DOS arranged shipments: Contact (GBLOC: UGDK DOS) Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: Kampala Lisa Coles ColesLR@state.gov Tel: 256-414-306-050 FSN Contact Information: Stephanie Harrison HarrisonSB@state.gov Tel: 256-414-306-169 Group Email: None Listed

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." Commercial storage facilities are unavailable. NTS should be utilized for excess HHG for the duration of the overseas tour. DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

Hard lift area for Army (UB only). Air Clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. Description of goods on airway bill(AWB)/ocean bill of lading(OBL) should read: "Personal effects (diplomatic cargo)." The HHE and UAB shipments are cleared upon presentation of a copy of the owner's passport, packing list, bill of lading/airway bill and declaration of value of the shipment. On average, the process of clearance and delivery takes a minimum of five working days after documents have been processed for Tax Exemption. b. Marking on boxes should read: "American Ambassador, American Embassy, Kampala, Uganda, for (employee's name)."

### 3. CONSUMABLES

DOD arranged shipments: Validate consumables allowance authorization within the JTR.

DOS arranged shipments. Contact DOS.

#### a. ALCOHOLIC BEVERAGES

Shipments of alcoholic beverages between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TO/TMO will request clarification by message from the responsible transportation authority at destination.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

“No restrictions identified.”

## 5. FURTNITURE, OVERSIZED

“No restrictions identified.”

## 6. PETS/QUARANTINE

For Pet Importation you must scan or fax a valid health certificate and current vaccinations, plus the pet's name, gender, age, color and breed to C&S at least one week in advance of your pet's arrival. C&S will use these documents to apply for the pet import permit. This information must be sent at least thirty (30) days prior to pet's arrival, however the import permit is valid for over sixty (60) days. An expeditor will meet you at the airport with the original permit, but let us know if you need a copy to export your pet out of your current post. You can fax the documents to Customs & Shipping at 256-414-306 666 or scan and email to [KampalaShipping2@state.gov](mailto:KampalaShipping2@state.gov). Please note that Uganda has no quarantine requirements and, assuming all paperwork is in order, your pet will be immediately released

## 7. PRIVATELY OWNED FIREARMS (POF)

Firearms must be cleared by Uganda Police to allow entry. Employees are required to obtain pre-clearance from the RSO prior to shipping personal firearms.

### a. HAND GUNS

Firearms must be cleared by Uganda Police to allow entry. Employees are required to obtain pre-clearance from the RSO prior to shipping personal firearms.

### b. RIFLES/SHOT GUNS

Firearms must be cleared by Uganda Police to allow entry. Employees are required to obtain pre-clearance from the RSO prior to shipping personal firearms.

### c. TOY RELATED GUNS

“No restrictions identified.”

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

## 8. PRIVATELY OWNED VEHICLES (POVs)

A POV may enter Uganda only after the employee has arrived at post and is assigned a Tax Identification Number (TIN). The TIN process takes approximately two weeks. Please provide the shipping section VIN numbers or chassis numbers and engine number to facilitate importation and registration. Member can ship a POV and a motorcycle.

### a. POVs (includes data on prohibited vehicles, colors, etc.)

“No restrictions identified.”

**b. MOTOR CYCLES/MOPEDS**

Can be shipped in the household goods. It may enter Uganda only after the employee has arrived at post and is assigned a Tax Identification Number (TIN). The TIN process takes approximately two weeks. Please provide the shipping section VIN numbers or chassis numbers and engine number to facilitate importation and registration.

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"No restrictions identified."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Uganda should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Uganda.

### 13. OTHER

DOS arranged shipments: ITGBL Local Agents:Country: UgandaPost: Kampala Bureau: AFLocal Agents:3 ) SDV Transami Uganda, Plot No: M611, NtindaRoad,P.O. Box 5501, Kampala, Uganda. Telephone:+256 414 336000POC: Mr. Nicolas Rigal, Manager, Air and Seafreight.Telephone; +256 752 722114.Email: nicolas.rigal@bollore.com1) Global Freight Logistics, Ltd. \*Markfirst HouseJomo Kenyatta International AirportPOB 45787; GPO 00100Nairobi, KenyaPOC: Mr. Arbi Musanni, Managing DirectorTel: 254 20 8277777 or 822238/723Fax: 254 20 822722/170 Email:arbimussani@globalfreight.co.keEmail: info@globalfreight.co.ke\* for all sea freight US-Mombasa port for transit toKampala4 ) Threeways Shipping Services (group) ltd, Plot87 Jinja Road,P.O. Box 12028, Kampala, Uganda. Telephone:+256 414 258780/7POC: Ronald Kanyerezi, Manager-Projects, qualityand Strategy or Jeff D. Baitwa, Group ManagingdirectorEmail: rkanyerezi@threewaysshipping.com orjbbaitwa@threewaysshipping.com2) AGS Frasers International Removals UgandaLtd. \*Plot 59b, 7th St. Industrial AreaPOB 7792Kampala, UgandaPOC: Mr. Jean Francois Philippon-Bue, ManagingDirectorTel: 256 414 348337 or 254 712 782349Fax: 256 414 348338Email: info@ags-frasers-uganda.co.ugEmail: direction-uganda@agsmovers.com\* for all air freight to Entebbe

## General Instructions: UKRAINE (UA)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: VDTK DOS)Refer to 2023 Service Recognition Package for Special Incentive Posts. (Kyiv)Department of State ConsignmentEffective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. Personal Property shipments cannot arrive until the member has member has arrived in country.OTHEREffective 1 April 2010 GBLOC VTDK (Kyiv) shipments for DOD and U.S. Coast Guard Personnel assigned to the Diplomatic Mission in Kyiv must be routed per the special instructions in PPCIG GBLOC VTDK Instructions.GSO Contact Information:KyivOleksandra Balatska A BalatskaOA@state.gov380-44-521-5292; 5255FSN Contact Information:Sergii Shevchenko; ShevchenkoSI@state.gov380-44-521-5178; 5458Group email:kyivcustomsandshipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." As outlined in the JFTR, service members are authorized a limited shipment of household effects. ALL apartments are FURNISHED! ARMY PERSONNEL: (a) Accompanied & Unaccompanied tour: 25 percent of full JFTR weight allowance or 2,500 pounds, whichever is greater. (b) UB shipments via expedited mode (commercial air), maximum of 1,000 net pounds including PBP&E is authorized (see JFTR U5320B). (c) The administrative weight restriction does not apply to the Defense Attache Officer (DAO). The DAO is authorized to ship full JFTR weight allowance. (see JFTR U5315C.1.c.) (d) Shipment of POVs are only authorized for DoD personnel with tour lengths greater than 15 months. Refer to Section 8. PRIVATELY OWNED VEHICLES (POVs) for additional information and restrictions.

(CH PPP-POP 3-25-2010) DOS arranged shipments: Contact DOS. (Kyiv)Two pieces of excess luggage (maximum of 50 pounds each, when PCSing en-route to post only). Excess luggage is in addition to authorized luggage outlined in 14 FAM 568.1.Storage of HHE is authorized.Commercial storage facilities are unavailable. NTS should be utilized for excess HHG for the duration of the overseas tour.

## b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

## c. HARD LIFT AREA

Hard lift area for Army (UB only). Air Clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

## d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

HHG, unaccompanied baggage, and POVs are cleared through customs by GSO Customs and Shipping unit, American Embassy, upon arrival. None of the above shipments is shipped until the subject employee is accredited to the Ministry of Foreign Affairs or Ukraine.

## 3. CONSUMABLES

DOS- Kyiv (N/A) The JFTR/JTR identifies Kyiv, Ukraine as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JFTR/JTR Appendix F during counseling. (CH PPP-POP 3-11-2010) A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

### a. ALCOHOLIC BEVERAGES

No customs restrictions for personal use only indicated.

### b. CIGARETTES/TOBACCO PRODUCTS

No customs restrictions for personal use only indicated.

### c. COSMETICS

No restrictions identified.

### d. FOOD STUFFS AND MEATS

Only canned foodstuff is authorized. No raw meat, fish, cheese and other fresh food substances are allowed for importation into Ukraine.

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

#### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

##### a. HOME COMPUTERS

No restrictions identified.

##### b. TVs/VCRs

No restrictions identified.

##### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

#### 5. FURTNITURE, OVERSIZED

No restrictions identified.

#### 6. PETS/QUARANTINE

If you bring your pet to Ukraine please follow the below mentioned requirements in order to make sure your pet(s) is in compliance with local health veterinary regulations. According to the Law of Ukraine on the Veterinary Medicine # 2498-XII dated 06/25/1992 the live animals being imported into Ukraine should possess the original international veterinary or health certificates signed and approved of the state veterinary inspection of the country of origin. The Order # 71 of the Ministry of Agriculture of Ukraine and the State Department of the Veterinary Medicine of Ukraine dated 06/14/2004 also mentions that the animals ready for shipment which have not been immunized within 6 last months must be vaccinated no later than 14 days before their departure. Dogs must be vaccinated against rabies, distemper, hepatitis, viral enteritis, adenovirus infection, leptospirosis. Cats must be vaccinated against rabies and pan-leucopenia. Rabbits have to be immunized against myxomatosis, viral hemorrhage and pasterelosis. If your pet is arriving accompanied by you, make sure you bring all the required documentation, including up-to-date immunization records. In case your pet is to arrive unaccompanied, please provide copies of your diplomatic passport with your diplomatic visa issued by a Ukrainian Embassy, the valid health certificate with up-current immunization records, air way bill, flight arrival date and time and sponsors name who will take care of your pet in your absence.

#### 7. PRIVATELY OWNED FIREARMS (POF)

Import permit by the Ministry of Foreign Affairs is strongly required. Prior to POF importation contact RSO to give all necessary details to obtain such a permit.

##### a. HAND GUNS

No Restrictions Identified.

##### b. RIFLES/SHOT GUNS



No Restrictions Identified.

#### c. TOY RELATED GUNS

No Restrictions Identified.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No Restrictions Identified.

### 8. PRIVATELY OWNED VEHICLES (POVs)

No Restrictions Identified.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

Only one POV can be imported duty free per each family member possessing a driver's permit. No more than two POVs per family are allowed to be registered. POV is customs cleared and registered for diplomatic license plates only when a subject employee is accredited to the Ministry of Foreign Affairs of Ukraine. No age limit restrictions are applied, but preferences are given to newer cars (up to 8 years old).

#### b. MOTOR CYCLES/MOPEDS

Motorcycles are considered POVs. Mopeds no restrictions.

#### c. GASOLINE/CATALYTIC CONVERTERS

POVs have to be equipped with catalytic converters.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Prior to POV's arrival at Ukraine, an owner should purchase a comprehensive 3rd party personal liability insurance policy with the combined coverage of no less than \$250,000.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Importation prohibited.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified. Avoid importing live plants due to possible Customs quarantine measures at point of entry.

### 11. TRANSMITTING EQUIPMENT

No Restrictions Identified.

#### a. CBS

No restrictions indicated.

#### b. AMATEUR/HAM RADIOS

Authorization to use definite frequencies must be obtained from the Ukrainian Radio Frequency Observation Committee. All requests are addressed via RSO.

### c. MARS EQUIPMENT

No restrictions indicated.

### d. DISH ANTENNAS

No restrictions identified.

### e. CORDLESS PHONES

Type must be approved by the Ukrainian Radio Frequency Observation Committee. All requests are addressed via RSO.

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Ukraine should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Ukraine.

## 13. OTHER

ITGBL Local Agents:Country: UkrainePost: Kyiv Bureau: EURLocal Agents:1T) HE EURODEAN INTL MOVERS37 Dovbusha St.02092 Kyiv UkrainePOC: Oleksiy Kotsyurba, Manager GeneralTel: 380-44-576-6338, 576-7371, 576-8601Cell: 380-67-465-5493 Email:O.Kotsyurba@eurodean.ua POC2:E-mail: operation2@eurodean.ua2)THE INTERDEAN-UKRAINEHnata Khotkevycha St, 34Kyiv, Ukraine, 02000POC: Marina Chornokozha,General ManagerTel: 380-44-576-7370Cell:380-67-658-1012E-mail:Marina.Chornokozha@interdean.uaPOC2: Alyona Buianova,Operations ManagerTel: 380-44-576-7370,Cell: 380 68 351 6633Email: alyona.buianova@interdean.uaWebsite:www.interdean.com4)The Compass Worldwide Movers35 Predslavinska St. Build 21, off. 31703150 Kyiv UkrainePOC: Alexei Swischev, General ManagerE-mail: Alexei@compasswm.kiev.uaTel:380-44-501-6182Cell:380-67-466-3095POC2:Helen PolyanskaTel: 380-44-501-6182Cell:380-66-280-4905E-mail:Elena@compasswm.kiev.5) Gosselin Mobility Ukraine7, Zroshuvalna str.02099 Kyiv, UkrainePOC: Vlad Vasylenko, Managing DirectorE-mail: V.Vasylenko@gosselin-moving.comTel: +380 44 303 9127Cell: +380 67 401 3331POC2: Oleksii Fedchun , Operations ManagerTel: +380 44 285 16 65Cell: +38067 465 33 22E-mail: O.Fedchun@gosselin-moving.comTel: +380 44 303 9127Cell: +380 67 401 3331POC2: Andriy Leontiev, Operations ManagerTel: +380 44 576 43 93Cell: +380 67 507 96 69E-mail: A.Leontiev@gosselin-moving.com3) The Kimet Plus Ltd.10 Starokyivska Street04116 Kyiv, UkrainePOC: Alexander Pakharenko,General ManagerE-mail: pakharenko@kimetp.comTel: 380-44-236-6177, 483-2420;483--2461Cell:380-50-386-4346POC2:George Pakharenko,Operations ManagerTel: 380-44-236-6177, 483-2420;483--2461Cell: 380-50-412-2235E-mail: service@kimetp.comPOC2:George Pakharenko,Operations ManagerTel: 380-44-236-6177, 483-2420;483--2461Cell: 380-50-412-2235E-mail:kimet@merlin.net.ua

## General Instructions: UNITED ARAB EMIRATES (AE)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact ( GBLOC: TBFK Al Dahfra, AB, UAE, WKFS 86 LRS CPPSO Ramstein, Germany.) POVs are not Authorized for Personals assigned to 380 AEW. Member's assigned to the 380th AEW are authorized to STORE their POV's. DOS arranged shipments: Contact (GBLOC: TBDK DOS UAE.) Department of State Consignment"Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. 4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. DOS ARRANGED MOVES: POVs are only authorized to be shipped by members permanently assigned (PCS status) to the AFCENT Air Warfare Center, MSC DETACHMENT UAE UIC: 42202, or the Embassy. Navy personnel: Members permanently assigned (PCS status) to the Embassy in Abu Dhabi are authorized shipment of a POV. Personal property shipment requests, to include a POV shipment, for members attached to the Embassy (must be on the orders) but permanently assigned (PCS status) to COMLOGFORNAVCENT PORT ELEMENT, UIC: 48893, Jebel Ali, UAE will be DOS-arranged moves. GSO Contact Information: Abu Dhabi Chelsea Geier geierc@state.gov +971 2 414 2667 FSN Contact Information: Ahamed Shaju ShajuAM@state.gov Tel: 971-2-414-2467 Group Email: AbujaShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

## 3. CONSUMABLES

DOD arranged shipments: The JTR identifies UAE as having a consumable goods allowance authorized. Validate consumables allowance authorization within the JTR. DOS arranged shipments: Contact DOS.

### a. ALCOHOLIC BEVERAGES

Importation is prohibited.

### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

### c. COSMETICS

"No restrictions identified."

### d. FOOD STUFFS AND MEATS

"No restrictions identified."

### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Some are prohibited, must check with Embassy.

## 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

### a. HOME COMPUTERS

"No restrictions identified."

### b. TVs/VCRs

"No restrictions identified."

### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

## 5. FURNITURE, OVERSIZED

“No restrictions identified.”

## 6. PETS/QUARANTINE

“No restrictions identified.”

## 7. PRIVATELY OWNED FIREARMS (POF)

“Importation is PROHIBITED.”

### a. HAND GUNS

“Importation is PROHIBITED.”

### b. RIFLES/SHOT GUNS

“Importation is PROHIBITED.”

### c. TOY RELATED GUNS

“Importation is PROHIBITED.”

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

“Importation is PROHIBITED.”

## 8. PRIVATELY OWNED VEHICLES (POVs)

FOR DOD PERSONNEL ASSIGNED TO 380th AEW: POVs are NOT authorized to be shipped by member permanently assigned (PCS status) to the 380th AEW. Members assigned to the 380th AEW are authorized to STORE their POVs. FOR DOS PERSONNEL: 1) There are no longer any U.A.E. restrictions due to the Arab boycott on the importation of any vehicle made by Ford or Chrysler. However, parts for Ford and Chrysler models manufactured prior to 1988 are not readily available. (2) Pick-up trucks cannot be registered in country as they are considered commercial vehicles and must not be shipped. (3) Consign to member, American Embassy, Abu Dhabi, U.A.E. Furnish vehicle details such as make, year, and VIN. Original Ocean Carrier bill of lading should be forwarded to Embassy GSO. A message providing shipping information must be forwarded to American Embassy. (4) POVs are NOT authorized to be shipped by member permanently assigned (PCS status) to the 380th AEW. Member's assigned to the 380th AEW are authorized to store their POVs. DOS ARRANGED MOVES: POVs are only authorized to be shipped by members permanently assigned (PCS status) to the AFCENT Air Warfare Center, MSC DETACHMENT UAE UIC: 42202, or the Embassy. Navy personnel: Members permanently assigned (PCS status) to the Embassy in Abu Dhabi are authorized shipment of a POV. Personal property shipment requests, to include a POV shipment, for members attached to the Embassy (must be on the orders) but permanently assigned (PCS status) to COMLOGFORNAVCENT PORT ELEMENT, UIC: 48893, Jebel Ali, UAE will be DOS-arranged moves. Vintage and classic cars are exempted, but they need to fulfill requirements of that status. Vehicles of any age may be imported into the United Arab Emirates (UAE). Please note that all vehicles still must pass a vehicle inspection upon arrival regardless of age. The vehicle inspection consists of a check of safety features, e.g. ensuring that headlights, brakes, brake lights and turn signals are in operating order. Careful attention is also given to the appearance

of the body of the vehicle, which will be scrutinized for rust, dents and scratches. A vehicle will likely fail inspection if the body shows any sign of rust or other damage, including severe scratches. Although these repairs can be made at post, the employee will be required to obtain a permit from the Abu Dhabi Traffic Police Headquarters to enable a local repair shop to accept a vehicle for body work or painting. Window Tinting should not exceed 30%. The UAE law stipulates that any film or tinted glass allows less than 30% VLT (Visible Light Transmission) is illegal. That means tinting must be less than 30% and 70% light must pass through the windows. The vehicle must be left-hand drive. Pick-up truck type vehicles are not allowed to import as POV.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

“No restrictions identified.”

#### b. MOTOR CYCLES/MOPEDS

Motorcycles and mopeds can be cleared and registered with Ministry of Foreign Affairs Clearance. These vehicles are not recommended due to dangerous traffic conditions.

#### c. GASOLINE/CATALYTIC CONVERTERS

Unleaded gas is available.

#### d. INSURANCE AND SAFETY REQUIREMENTS

(1) No tinted glass or mylar is allowed on either the front windshield. An absolute maximum of 30 percent tinting is allowed for side and rear windows. Violators are subject to fines and loss of vehicle. It is recommended that a certificate stating the percentage of tinting be obtained before shipping the vehicle. If the vehicle does not pass inspection, it cannot be registered. Undercoating and surface protection are strongly recommended. The salt water atmosphere and sandy environment tend to corrode undersurface and pit and dull outer surface of vehicle.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

“Importation is PROHIBITED.”

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

“No restrictions identified.”

### 11. TRANSMITTING EQUIPMENT

“Importation is PROHIBITED.”

#### a. CBS

“Importation is PROHIBITED.”

#### b. AMATEUR/HAM RADIOS

“Importation is PROHIBITED.”

#### c. MARS EQUIPMENT

"Importation is PROHIBITED."

#### d. DISH ANTENNAS

"Importation is PROHIBITED."

#### e. CORDLESS PHONES

"Importation is PROHIBITED."

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to United Arab Emirates should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of United Arab Emirates; When processing application and GBL shipment must be consigned to member residence in country or to the destination agent facility. DO NOT CONSIGN PROPERTY TO AMERICAN EMBASSY OR AMERICAN CONSULATE.

## 13. OTHER

DOS arranged shipments: .For shipments assigned to the American Consulate General, Dubai, United Arab Emirates, used the GBLOC for Abu Dhabi, United Arab Emirates (TBDK). Shipments For Dubai, U.A.E., should be consigned to the following: GBLOC: TBDK; American Consulate General, Department of State, 6020 Dubai Place, Dubai, United Arab Emirates APO AE 09825; Phone: 011 971 4 3116197/6191; FAX: 011 971 4 3116196/6166; Email: Dubai-shipping-DL@state.gov; Shipments for members assigned to the Air Warfare Center, Al Dhafra AB, U.A.E. should be consigned to the following: GBLOC: TBDK American Embassy Abu Dhabi, Department of State, 6010 Abu Dhabi Place, Washington. DC 20521-6010 AEDepartment of State ConsignmentDoS arranged moves "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation.

Air Warfare Center: Personnel assigned official duty to a Diplomatic assignment under Chief of missions and classified as Permanent Personnel or Temporary duty Personal in excess of 90 days are authorized shipment of household goods/ TDY weight allowance using Department of State (DOS) Transportation services IAW Defense Transportation regulation's (DTR), Part IV, Appendix F. Upon completion of the following actions, Member must be advised to coordinate pickup and delivery with DOS Transportation. BOATS: Boats are not allowed to be shipped or stored in DUBAI, United Arab Emirates. Importation of Privately owned boats by DOD Personnel into ABU Dhabi, U.A.E.DOD employees are allowed to import privately owned boats into Abu Dhabi as part of their HHG. The requirements for doing this are provided below: • The employee should contact post GSO/Customs Shipping Office with the following copy documents in order to receive written confirmation prior to make any shipping arrangements: • e-mail: Abu DhabiGSOShipping@state.gov • Phone: +971 2 414 2467 / 2386 If the boat is brand new and never registered the following documents are needed; (1) Invoice for Boat (2) Invoice for



Boat Engine Both invoices must be attested/verified by UAE Embassy and Chamber of Commerce at origin. If the boat has previously been registered anywhere the following information is required; (1) A Registration Cancellation Certificate attested/verified by UAE Embassy and Ministry of Foreign Affairs at origin. (2) If the boat is being shipped from CONUS, The member should cancel the boat registration first and then go to the Ministry of Foreign Affairs and UAE Embassy there and get the registration cancellation certificate attested/verified by both authorities. The Embassy at Abu Dhabi, U.A.E., will verify the documents with the concerned government agency and confirm with the employee within one week. The employee can proceed with the boat shipment as soon as he/she receives the final authorization from the Embassy GSO/Customs Shipping Office. The employee must produce originals of above mentioned documents plus a copy of their passport, local MFA ID card (residency card) and original customs clearance certificate issued by Abu Dhabi Port at the time of local registration. The registration cost is AED 500 (USD 136) + AED 7,000 (USD 1,906) for transponder. This transponder is specially designed for UAE and all boats registering here must purchase this transponder regardless the imported boat already has one or not from another country. The security clearance, inspection and registration process normally takes 10-14 working days from the date of submission of the paperwork at Ministry of Water and Environment. There is no age limit for boats, but the boat must be in good working condition. Important Note: The above requirements are applicable only for the boats of DOD personnel coming to Abu Dhabi post. Privately-owned boats are not allowed to be imported into Dubai, U.A.E. International PPSO:Household Goods are ONLY authorized for personnel assigned to the AFCENT Air Warfare Center or the American Embassy. Personnel must check with AAWC (DSN: 318-484-2778) for type of government housing they are being provided prior to shipment of HHGs. Off-base housing for personnel assigned to the AAWC will include a washer/dryer/refrigerator/stove. DO NOT ship these items. Full JFTR allowance is authorized for personnel not moving into fully furnished government housing. 25% of full JFTR allowance or 2,500 lbs, whichever is greater, is authorized for personnel moving into fully furnished government housing. Personnel assigned to the AFCENT Air Warfare Center but residing on Al Dhafra are only authorized an Unaccompanied Baggage Shipment. 380 AEW (Al Dhafra Air Base) Members permanently assigned (PCS) to the 380th AEW are ONLY authorized an unaccompanied baggage shipment. NOTE: AEF rotational deployer's and personnel on Indeterminate TDY orders are NOT entitled an unaccompanied baggage/household goods shipment to Al Dhafra Air Base. NOTE: Shipments cannot arrive before assigned personal arrival. To process personal property, the TSP needs an Authorization document from the member; with the members name, signature, and passport ID #. This authorization document, allows release of the members personal property from the airport to the TSP. The TSP also needs a scanned copy of the member's passport and UAE VISA residence page. ITGBL Local Agents:Post: Abu Dbi Bureau: NEALocal Agents:GAC Shipping & Logistics LLC.P.O. Box 110053,Abu DhabiUnited Arab EmiratesPOC: Mr. Manu JeromeTel: +971 2-4186-431Email: manu.jerome@gac.commoving.abudhabi@gac.comDelight International Movers, L.L.C.P.O. Box 51634,Abu Dhabi,United Arab EmiratesPOC: Mr. Manoj KumarTel: +971 2 6902900 / +971 56 536 2195Email: support001@delightmovers.com



## General Instructions: UNITED KINGDOM (GB)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact GBLOC WKAS, UNNL, YBCADOS arranged moves:

Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/emailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information:LondonLondonGSOShipping@state.gov+44(0)207 891 3912FSN Contact Information:Rod Netscher; Candice Hebbbar netscherrm@state.gov;hebbbardc@state.gov0207 894 0351; 0207 894 0351Group email:londongsoshipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

"No restrictions identified."

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

PERSONAL PROPERTY: \*\*Please ensure this document is completely reviewed (sections 2-13) for UK prohibited, restricted and revenue items.\*\* US Military Forces and civilian personnel on official duty in the UK are permitted duty free importation privileges for goods for personal use. The May 2015 version of the DD Form 1434 (United Kingdom Customs Declaration for the Importation of Personal Effects of the US Forces Civilian Personnel on duty in the UK) must be utilized only for those active duty and civilian personnel meeting the criteria, and a copy of the inventory must accompany each shipment for Customs purposes; shipments cannot be released for delivery until Customs procedures are complete. The DD Form 1434 has been extensively modified to include updated UK legislation concerning the importation of knives, weapons, goods subject to import duties taxes, and to address the increase in the import of prohibited restricted items by Service personnel. These changes are designed to protect members of the US. Forces by ensuring the declaration is understood, complete and accurate. The 2015 version of DD Form 1434 has 3 signature blocks; all must be signed. Be specific in item description within inventories; avoid generic entries such as knick-knacks, miscellaneous, stuff, souvenir, sports goods, plaque and pro-gear. Full Country Instructions should be reviewed for limits that may be applied, for example duty free vehicle limits shown in 8. Privately Owned Vehicles (POVs). Shipments for dependents (designated location moves, including British Nationals), retirees, separatees, and bluebark shipments are not permitted Visiting Forces duty free importation privileges. These members must review guidance on Transfer of Residence (ToR) Relief at <https://www.gov.uk/guidance/transfer-of-residence-to-great-britain>, and complete Transfer of Residence (ToR) Relief (ToR01) process if eligible. Personnel should read through the contents which includes importing goods, pets and private motor vehicles. The application is required to be made PRIOR to shipping goods. The form can be found at <https://www.gov.uk/guidance/application-for-transfer-of-residence-relief-tor1>. Successful ToR applicants will receive a unique reference number (URN) from HMRC which their customs agent will need to complete the import process. Carriers are responsible for the customs transit documentation for all movements across international borders. Form 302 is NOT appropriate for transit to or from a personal property agent's premises, to include when entering a bonded warehouse. All prohibited and restricted items will be removed by HMRC/UKBF prior to delivery. Review appropriate section of Country Instructions (eg Consumables, Privately Owned Firearms – which includes knives and swords) prior to attempting to make any shipment. Seized goods are at serious risk of being destroyed. A member with a prohibited or restricted item in their shipment is in violation of UK law.

**PREPARATION AND DISTRIBUTION OF THE DD FORM 1434 (UNITED KINGDOM CUSTOMS DECLARATION FOR THE IMPORTATION OF PERSONAL EFFECTS OF THE US FORCES CIVILIAN PERSONNEL ON DUTY IN THE UK)**

Preparation: Before completing the DD Form 1434, member MUST read Country Instructions, ensuring any restricted, prohibited or revenue items are not shipped, or are declared if included in a shipment. Failure to declare any prohibited, restricted, non-restricted or revenue items on the DD Form 1434 is in violation of UK law. (a) The servicing Personal Property Office will provide the DD Form 1434 to the member and ensure an original and sufficient copies are prepared and provided to the carrier as outlined below. (b) The member's original signature must be in blue or black ink on each copy. Digital, reproduced or carbon copy signatures are strictly prohibited. Guidance on completion of the DD Form 1434: a. Block 1a - Enter member name only. The use of dependent name or any other person name, regardless whether a power of attorney is involved or not, is strictly prohibited, and will not be accepted.

(c) Block 5 Declarations - Ensure member reads all relevant areas within Country Instructions and declares any items within UK meaning of weapons, firearms, revenue items or other prohibited or restricted goods. (d) In unusual or emergency situations, if the member is not available to sign the DD Form 1434, the origin JPPSO PPSO PPPO must notify the destination PPPO the shipment is moving without the completed DD Form 1434 and request the member complete the form on

arrival.

### 3. CONSUMABLES

“No restrictions identified.”

#### a. ALCOHOLIC BEVERAGES

Alcoholic beverages are restricted items but may be shipped as part of the personal property shipments of the member during the initial phase of movement to the UK. Guidance to HMRC personnel for indicative limits of personal use are: 15L beer, 10L spirits, 90L (120 bottles wine). If alcoholic beverages are included in personal property shipments they must be declared on the DD Form 1434 and an inventory be providing listing alcohol, name, country of origin, year, size of bottle, in the case of wine whether red/white etc., alcohol% and cost. The goods must be for the personal use of the entitled member, must not be sold, lent or gifted. Should HMRC not be satisfied personal use applies for all or some of the beverages, or a collection change ownership at any point then the excise duty and tax will become payable. Army Personal (U5330-1) Alcoholic Beverage Transportation Personally procured transportation and Government-arranged transportation of alcoholic beverages is not authorized unless the member provides a copy of the final destination state permit, paid invoice for the state taxes or a letter of exemption from the state Alcohol Beverage Control (ABC) Board at the time of counseling.

#### b. CIGARETTES/TOBACCO PRODUCTS

Cigarettes and tobacco products are restricted items and should not be shipped. Cigarettes tobacco products included in a personal property shipment must be declared on the DD Form 1434. Members will be assessed duty and shipments will not be released until duty has been paid in full.

#### c. COSMETICS

“No restrictions identified.”

#### d. FOOD STUFFS AND MEATS

1. Foodstuffs and Meats. Products containing meat including ham, bacon, sausage, pate, poultry, fish shellfish, eggs, milk and other products with a dairy content, honey, gelatin and pet food are prohibited items and cannot be shipped to the UK. This includes canned products.

2. Authorized foodstuffs must be placed into the number one container of personal property shipments destined to the UK and clearly identified on the personal property inventory. Generic, non-specific entries (foodstuffs, food etc., are not to be used). Shipment containing foodstuff of any type may be opened for inspection by UK Port Health Authorities which will delay delivery to the member. To prevent delays, recommend food items not be shipped with personal property destined to the UK. 3. Plants, parts thereof, and plant produce including trees and shrubs, potatoes and certain other vegetables, fruit, bulbs, and seeds are prohibited items that cannot be shipped into the UK.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

Controlled drugs (which include: opium, heroin, morphine, cocaine, cannabis (marijuana), amphetamines and lysergic acid (LSD)) are prohibited items that cannot be shipped into the UK. Ensure any medicines included in personal property shipments are listed by name on inventory

#### 4. ELECTRICAL EQUIPMENT

“No restrictions identified.”

##### a. HOME COMPUTERS

“No restrictions identified.”

##### b. TVs/VCRs

A . TVs/VCRs: 11! valid TV License is required if TV receiving equipment is used to watch or record television programs as they're being shown on TV. This includes a TV, computer, mobile phone, games console, digital box, DVD VHS recorder or any other device. Current cost can be found at [http: www.tvlicensing.co.uk](http://www.tvlicensing.co.uk) .

##### c. OTHER (i.e. COMPATIBILITY, ETC)

TVs/VCRs: Electrical appliances: Not all economy homes have the appropriate connections for washers, dryers, refrigerators and freezers. If you live in off-base housing, a transformer is required to convert the electric current from 240 volts to 110 volts. Electrical appliances such as toasters, electric frying pans, broilers or appliances relying on heating elements will operate on 50 cycle electrical current. This will cause some electrical appliances to operate slower and slightly warmer. Service life of these items may be reduced.

#### 5. FURTNITURE, OVERSIZED

Anyone moving to the UK should seek the advice of their sponsor when determining suitable furniture for British homes. Most homes are small; large American size furniture may not fit into some rooms. Narrow staircases and passageways may prevent placement of the furniture into the appropriate rooms.

#### 6. PETS/QUARANTINE

A. DANGEROUS DOG ACT: It is against the law in the United Kingdom (UK) to possess some types of dogs. The Dangerous Dog Act applies to the Pit Bull Terrier, Japanese Tosa, Fila Brasileiro and the Dogo Argentino types. For full and current information, view the Government of UK's "Banned Dogs" website at <https://www.gov.uk/control-dog-public/banned-dogs>. It is highly recommended that members not import any cross breed dog which may be included in the above description. All dog owners should review the UK's Government website regarding UK law on the control of dogs at <https://www.legislation.gov.uk/ukpga/1991/65/contents>. B. THE PET TRAVEL SCHEME (PETS): See <https://www.gov.uk/bring-pet-to-great-britain> for current information on the Pet Travel Scheme (PETS) that allows pets from certain countries to enter the UK without quarantine as long as they meet specific criteria. Properly documented cats and dogs coming from the United States and Canada, travelling over approved routes with participating transport companies, will no longer have to go through the four-month quarantine period when entering the UK. The scheme only applies to cats and dogs, including guide dogs and hearing dogs. You can get more information about PETS by

contacting [pettravel@apha.gov.uk](mailto:pettravel@apha.gov.uk), telephone: +44 (0)370 241 1710 or your local installation's veterinary clinic. As of March 10, 2022, Royal Air Force (RAF) Mildenhall has been designated as an approved port of entry/exit for pets by the UK's Department for Environment, Food and Rural Affairs (DEFRA). Any pets utilizing this port must book through their local departing Traffic Movement Office (TMO) via the Patriot Express into RAF Mildenhall. Below is key information about shipping pets from the United States to the United Kingdom. We recommend you also do your own research to ensure you have the most accurate and up to date information! The direct link to the needed documents for bringing your pet into the United Kingdom is <https://www.gov.uk/take-pet-abroad>. Another great resource that gives detailed instruction on what needs to be accomplished before bringing your pet into the United Kingdom is the United States Department of Agriculture's (USDA) website <https://www.aphis.usda.gov/aphis/pet-travel/by-country/eu/eu-echinococcus/pet-travel-echinococcus-treatments-uk>. The completed health certificate MUST be endorsed by the United States Department of Agriculture (USDA) after the tapeworm treatment (dogs only) has been done. This should be documented on the UK health certificate by a veterinarian. The easiest way to get this done is to use a military veterinary treatment facility and if you are not near a military vet, then the forms will need to be sent to the USDA for certification via the USDA website above. Patriot Express Riders with Pets MUST DO: 1) Send health certificate named under the "pets name" and "owners last name" over to [ltl@animalaircare.co.uk](mailto:ltl@animalaircare.co.uk) (first letter of email is a lowercase "L") any time after being issued and prior to endorsement and tapeworm; however copies of the USDA endorsed documents with the tapeworm treatment will need to be sent at least 48-hours before traveling. a. YOU MUST TRAVEL WITH THE ORIGINAL PET DOCUMENTS, AS THE PET CHECKING TEAM WILL NEED TO PHYSICALLY INSPECT THESE UPON ARRIVAL 2) Animal Aircare LTD will review all documents via email as a pre-inspection before departing to the UK and will also provide feedback to any documents they deem incorrect. b. YOU MUST BE PRE-APPROVED BEFORE YOU CAN DEPART BWI 3) Once Animal Aircare LTD approves your paperwork via email, they will email you with a payment link to pay for the UK pet entry fee of approximately £270 per pet. After this, you are authorized to depart BWI via the Patriot Express with your pet.\* Not adhering to the requirements above, could potentially lead your pet to be turned away at the BWI terminal or quarantined upon arrival at the owner's expense. If you have any questions regarding the above information, please email our Pet Checking Team at [ltl@animalaircare.co.uk](mailto:ltl@animalaircare.co.uk) Pets may also be flown into other approved ports (list of approved ports), but will need to be coordinated through whichever commercial carrier is used. C. QUARANTINE: There is a 4-month quarantine requirement for dogs and cats entering the UK if they do not meet the pet travel rules listed at <https://www.gov.uk/bring-pet-to-great-britain>. All costs associated for pets in approved quarantine kennels will be the responsibility of the owner and can be expensive. For further information on quarantine refer to <https://www.gov.uk/guidance/put-your-pet-in-rabies-quarantine>. NOTE: Department of Defense (DoD) members relocating to/from the UK are highly encouraged to visit their departing TMO and Veterinary Clinic for any information they may need.

## 7. PRIVATELY OWNED FIREARMS (POF)

DEFINITION: Privately Owned Firearms including imitation and airsoft type and other weapon related items. A. WEAPONS RECOMMENDATION: It is strongly recommended that no firearms, parts of firearms, imitation or replica firearms, ammunition (live or inert) or other weapons are imported to the UK. B. DECLARATION AND CLASSIFICATION: All firearms, ammunition and other weapons that are imported MUST be declared and described on the DD Form 1434. Review 1-5 below fully before signing DD Form 1434; knives, swords, martial arts equipment and mounted souvenir/gifts are included for each category. 1. Prohibited Firearms - You CANNOT import the following into

the UK:-Handguns -Automatic weapons -Burst fire weapons -Semi automatic rifled weapons (except .22 rim fire rifles which are RESTRICTED FIREARMS) -Pump action rifled weapons (except .22 rim fire rifles which are RESTRICTED FIREARMS) -Shotguns with barrels measuring less than 24 inches -Shotguns measuring less than 40 inches overall length-Air weapons using self contained gas cartridge rounds-Air/BB pistols with a muzzle energy exceeding 6ft lbs -Firearms disguised as another object (pens, belt buckles, etc) -Parts of firearms (namely barrels, including cannon barrels, chambers, cylinders, bodies, receivers, frames,breech blocks, bolts including bolt carrier groups, any mechanism for containing the pressure of discharge at the rear of the chamber))-Accessories, namely sound suppressors (silencers), flash hiders-Electrical stun weapons of any type -Weapons that discharge any noxious thing (CS sprays, pepper sprays, mace, etc) -Realistic Imitation Firearms (airsoft weapons are RESTRICTED FIREARMS) -Ammunition (except air weapon pellets and BBs) \*NOTE: DoD also prohibits the shipment of ammunition, explosives and fireworks in personal property shipments. 2. Restricted Firearms - You can only import the following if you have the required authorization documents\* at the time of importation:-Rifles (single shot, bolt action, semi-auto and pump action .22 rim fire etc) - Shotguns (other than prohibited types) -Air BB rifles (with a muzzle energy of 12ft lbs or more) - Realistic Imitation Firearms (eg airsoft weapons etc)-Deactivated firearms (except those deactivated to current UK specifications and accompanied by authorized documents.\*Authorized Documents: For restricted firearms listed above you will need to present, at the time of importation, either: -Valid UK Import License or;-Valid Shotgun Certificate (single and double barrel shotguns, 3 round capacity pump action shotguns) -Valid UK Firearms Certification (single action rifles, bolt action rifles, rifle shotgun combinations, multi round capacity shotguns, high powered air BB rifles/pellet rifles) -Valid UK Airsoft Club membership card (realistic imitation Airsoft weapons) -Valid UK Deactivation Certificate and appropriate Import LicenceNOTE: REVIEW REQUIREMENTS CAREFULLY SINCE THE LIKELIHOOD THAT LOCAL CONSTABULARIES WILL LICENCE ANY FIREARMS IS EXTREMELY LOW.3. Non-Restricted Firearms - The following firearms may be imported without restriction but you must still declare and describe them on the DD Form 1434: -Air BB pistols (with a muzzle energy of less than 6 ft/lbs) -Air BB rifles (with a muzzle energy of less than 12ft/lbs)- Realistic Imitation Firearms (wholly transparent or brightly colored) 4. Prohibited OffensiveWeapons - Offensive Weapons are:-gravity knives -flick (switchblade) knives-butterfly knives -stealth knives (not detectable by metal detectors) -belt buckle knives-zombie knives-push daggers-swordsticks-knuckle-dusters, straight-side-handled, friction-lock and telescopic truncheons-blow pipes, and numerous types of martial arts equipment such as hand and foot claws -disguised knives (blades hidden inside items such as a phone, brush, lipstick, etc-swords with a curved blade of 50 centimeters 19½ inches or over in length (for exceptions contact usafe-uk.a4@us.af.mil)

5. Individual trophies - includes -swords-knives-firearms-firearms parts are still considered weapons and could be prohibited or restricted for importCannon barrels and aircraft cannon barrels are prohibited items and should not be included in shipments to the UK.

POSSESSION AND LICENSING OF RIFLES SHOTGUNS 1. Importation or possession of handguns(pistols revolvers) is a criminal offense under British law. Only certain firearms may be permitted in the UK. The likelihood that local constabularies will license any firearm is extremely low. 2. All firearms (including BB guns, air weapons, etc) are subject to inspection on arrival. The member and carrier must ensure firearms are placed in the number one container for easy access by Customs/Border officials. They must also be properly identified on the DD Form 1434 (Section Sb).



Failure to declare firearms on the DD Form 1434 is an offense punishable under the UCMJ.

#### a. HAND GUNS

See above.

#### b. RIFLES/SHOT GUNS

See above.

#### c. TOY RELATED GUNS

See above.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

See above.

### 8. PRIVATELY OWNED VEHICLES (POVs)

a. POVs (includes data on prohibited vehicles, colors, etc.) (1) Single or unaccompanied married members, US Forces Military, and civilian personnel, are allowed to import or purchase one (1) duty free vehicle, including mopeds, motorcycles and off-road bikes. Accompanied members with spouse are allowed to import or purchase two (2) duty free vehicles. (2) Only one vehicle may be shipped per active duty service member or DOD employee at Government expense. The importation allowance has no bearing on the one POV per active duty member shipping entitlements.

(3) Where importation allowance under HMRC Form 941 is exceeded, member may be eligible to apply for Transfer of Residence Relief for duty free import. Otherwise, members exceeding the importation allowance will be assessed a valuation duty by HMRC. The current duty is 25 percent of the current UK market value of the vehicle. This percentage is subject to change. Payment must be made prior to taking possession of the vehicle. (4) Motor vehicles (including mopeds and motorcycles) cannot be customs cleared until the member arrives on station and completes HMRC Form 941. This form is only available in the UK and is issued by the Security Police Pass and Registration Section (or similar agency) at each installation. Members with excess vehicles who wish to apply for Transfer of Residence Relief should commence application prior to arrival (<https://www.gov.uk/guidance/transfer-of-residence-to-great-britain>). (5) Motorcycles and mopeds shipped in household goods must be clearly identified on the DD Form 1434, and packed in a separate container to prevent the members entire shipment from being delayed while HMRC/UKBF locates and removes the motorcycle from the shipment. These are included in 1 and 2 above for the purpose of calculating the number of vehicle allowed. (6) Effective 30 June 2017. Frontal protection systems (e.g. Bull bars, push bars) on vehicles must be EU approved in order to ship to the UK. Approved equipment will bare an indelible stamped or engraved EU compliant marking in a visible location while mounted on the vehicle (Example: el 011471) a. Vehicles with non-EU approved frontal protection systems due to after-market modifications may not be shipped to the UK. b. All vehicles are subject to testing for safety validation prior to being permitted to be taxed and insured in the UK; please review information regarding lights in 3.b. below prior to arranging shipping but be aware many US-specification vehicles are successfully imported by members.c. Personnel who possess vehicles that required extensive modification may seek approval for government funded storage through their Service Representative: 1. Air Force: PPA HQ

PPE, 555 E Street East, Suite 4 JBSA Randolph, TX 78150 Fax: 210-321-4263, E-Mail: hqppa.ecaf-ext@us.af.mil 2. Army: USARMY Pentagon HQDADCS G-4 Mailbox HHG West usarmy.pentagon.hqda-dcs-g-4.mbx.hhg-west@mail.mil USARMY Pentagon HQDA DCS G-4 Mailbox HHG East, usarmy.pentagon.hqda-dcs-g-4.mbx.hhg-east@mail.mil 3. Navy: HHGHELP@navy.mil, householdgoods@navy.mil, 855-HHG-MOVE (855-444-6683) 4. US Marine Corps: CMC (I and L, LPD-2)@ DSN 225.7765 COML: 703.695.7765 Email: usmcpersonalproperty@usmc.mil 5. Coast Guard: Anthony.h.pearson@uscg.mil, Sara.e.pepin@uscg.mil b. MOTOR CYCLES/MOPEDS No Restrictions identified. c. GASOLINE/CATALYTIC CONVERTERS There is adequate unleaded fuel available on and off base for operation of catalytic equipped POVs. d. ELECTRIC VEHICLES

Electric vehicle charge points are available in some car parks, motorway services and other public use areas e. INSURANCE AND SAFETY REQUIREMENTS 1. Operation and licensing requirements: <a. Before a motor vehicle can be operated on UK highways each operator must be properly insured. b. Military or DOD civilian personnel and their dependents must possess a USAFE Driving Fuel Permit ( USAFE Form 435). The permit is issued to those personnel possessing a valid US driving license, the host country license, another country license, or a permit issued by another military authority. See USAFE 51-712 and installation information/instructions regarding training requirements (local driving conditions). c. UK provisional license (learners permit) and UK operators license (drivers license) may be obtained, but the process is costly and the exams are generally regarded as one of the most difficult in the world. 2. f. To operate a motorcycle moped in the UK, all personnel (military, DOD civilian, and dependents) must ascertain Command and/or installation requirements, to include testing. 2. Required documents to pickup vehicles from the water port: a. Proof of UK insurance. b. USAFE Driving Fuel Permit (USAFE Form 435) (variations apply for Navy personnel and British/international license holders). c. DD Form 788. d. Extra set of keys. 3. Vehicle Registration and Testing: All vehicles must be registered with the appropriate security police pass and registration office within 72 hours after pickup from the port. a. Any vehicle 3-years-old or older must receive a test prior to base registration. Testing is more detailed than stateside inspections, more details can be found at <https://www.gov.uk/getting-an-mot> Repairs required to pass testing can be very expensive.

a. Most US vehicles must undergo major changes or additions to the vehicle lights, specifically the headlights, turn signals, white front park lights, and rear fog lights. The cost of the light conversion on some newer model POVs can be expensive or nearly impossible to convert. Recommend owners with newer model vehicles check with US vehicle dealership about the light conversion prior to shipping vehicle. c. Testing is mandatory and must be performed before a vehicle can be taxed and licensed in the UK. The British Department of Transport will only accept original state title, US Government (DD Form 430) or foreign Government titles as proof of ownership before the vehicle can be taxed and licensed in the UK.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

See Above

#### b. MOTOR CYCLES/MOPEDS

“No restrictions identified.”

#### c. GASOLINE/CATALYTIC CONVERTERS



There is adequate unleaded fuel available on and off base for operation of catalyst equipped POVs.

#### d. INSURANCE AND SAFETY REQUIREMENTS

1. Operation and licensing requirements:

- Before a motor vehicle can be operated on UK highways each operator must be properly insured.
- Military or DOD civilian personnel and their dependents must possess a 3AF Driving Fuel Permit (3AF Form 435). The permit is issued to those personnel possessing a valid US driving license, the host country & and a poss license, another country and poss license, or a permit issued by another military authority (i.e., SF Form 46 or US Forces Japan) and after completion of a local driving conditions course.
- UK provisional license (learners permit) and UK operators license (drivers license) may be obtained, but the process is costly and the exams are generally regarded as the most difficult in the world. To operate a motorcycle moped in the UK, all personnel (military, DOD civilian, and dependents) must have an endorsement on their stateside drivers license reflecting they can operate a motorcycle (this statement covers mopeds). They must also attend course seven and satisfactorily complete a hands on driving test conducted by a certified ground safety instructor in the UK. Each installation commander may establish other requirements and testing. Personnel without a stateside motorcycle license or an endorsement may operate a motorcycle moped after satisfactorily completing a safety course in the UK. Dependents without a stateside license will have to obtain a United Kingdom provisional and then a United Kingdom operator's license. \*NOTE: Navy personnel are not required to possess a 3AF Driving Fuel Permit (3AF Form 435), or attend safety course seven.

2. Required documents to pickup vehicles from the water port:

- Proof of UK insurance.
- 3AF Driving Fuel Permit (3AF Form 435) (except Navy personnel and British international license holders).
- DD Form 788.
- Extra set of keys.

3. Vehicle Registration and Testing: All vehicles must be registered with the appropriate security police pass and registration office within 72 hours after pickup from the port. Any vehicle 3-years-old or older must receive a test prior to base registration. Testing is more detailed than stateside inspections, more details can be found at <http://www.direct.gov.uk> Motoring Owning Vehicle Mot DG\_4022109. &nb;Repairs required to pass testing can be very expensive. Most US vehicles must undergo major changes or additions to the vehicle lights, specifically the headlights, turn signals, white front park lights, and rear fog lights. The cost of the light conversion on some newer model POVS can be expensive or nearly impossible to convert. Recommend owners with newer model vehicles check with US vehicle dealership about the light conversion prior to shipping vehicle. Testing is mandatory and must be performed before a vehicle can be taxed and licensed in the UK. The British Department of Transport will only accept original state title, US Government (DD Form 430) or foreign Government titles as proof of ownership before the vehicle can be taxed and licensed in the UK.

#### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

A. SEXUALLY EXPLICIT MATERIALS: Sexually Explicit Materials are prohibited items that cannot be shipped into the UK. For material to be considered sexually explicit and within the prohibition it must clearly show sex acts taking place {i.e. penetration or oral contact with the genitals must be clearly shown). Simulated scenes where the point of penetration etc. is not in camera view are not considered obscene. In more unusual areas, such as bondage or sado-masochism, key factors would be tying up in unnatural positions, the use of gags, and the depiction of violence in a sexual context {e.g., graphic torture andrape). \*NOTE: The restrictions apply to all mediums, videotapes, magazines, cinematography films, computer disks, CD-ROM, laser disk, etc.

B. MATERIAL DEPICTING VIOLENCE: This must be visually explicit to bring it within the prohibition. Shipments containing

articles portraying excessive violence against humans and animals such as scenes of decapitation, excision of limbs, gouging of eyes, cannibalism, garroting, torture, and dog fighting may not be imported. In general terms, scenes of mutilation are considered to fall within the prohibition. In particular, graphic scenes of violence against women also fall within the scope. When considering this type of material, it is useful to compare scenes found in legally produced 18 rated UK videos. Comparisons should not be made with scenes in films shown at the movie theater. The criteria applied to films for movie theater presentation is not as strict as for video material where access by children cannot be effectively controlled. NOTE: The restrictions apply to all mediums, video tapes, magazines, cinematography films, computer disk, CD-ROM, Laser disk, etc.

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

A. WOOD: Wood with bark attached {including such wood in the form of carvings, rough furniture etc.) are restricted items and should not be shipped without consulting the appropriate UK agency  
B. ANIMAL MATERIAL: Most animal and bird articles derived from rare species whether alive or dead {stuffed}, including fur skins, ivory, reptile leather and goods made from them are restricted items and should not be shipped without consulting the appropriate UK agency and reviewing information at <https://www.gov.uk/guidance/importing-animal-furs-skins-and-fish#:~:text=>

## 11. TRANSMITTING EQUIPMENT

No restrictions identified.”

### a. CBS

a. For walkie-talkie, citizen band radios, etc., please review <https://www.ofcom.org.uk/spectrum/radio-spectrum-and-the-law/licence-exempt-radio-use/licence-exempt-devices/citizens-band-radio> and [https://www.ofcom.org.uk/\\_\\_data/assets/pdf\\_file/0022/84406/citizens-band.pdf](https://www.ofcom.org.uk/__data/assets/pdf_file/0022/84406/citizens-band.pdf).  
b. AMATEUR/HAM RADIOS Please review <https://www.ofcom.org.uk/manage-your-licence/radiocommunication-licences/amateur-radio/amateur-radio-info>.  
c. MARS EQUIPMENT No restrictions identified.  
d. DISH ANTENNAS Personal satellite dishes can be shipped to the UK as long as they are only used for the reception of television programs intended for general reception. Installation of a satellite dish cannot cause interference to other users. Permission from the local council responsible for zoning restrictions and licenses must be obtained prior to the dish being installed.  
e. CORDLESS PHONES The import, manufacture, sale and possession of non-approved cordless telephones is prohibited. Cordless phones, including DECT phones purchased outside the European Community, that are not marked with a CE mark, will not conform and will therefore be open to seizure by enforcement officers.

### b. AMATEUR/HAM RADIOS

Please review <https://www.ofcom.org.uk/manage-your-licence/radiocommunication-licences/amateur-radio/amateur-radio-info>.

### c. MARS EQUIPMENT

No restrictions identified.”

### d. DISH ANTENNAS

Personal satellite dishes can be shipped to the UK as long as they are only used for the reception of television programs intended for general reception. Installation of a satellite dish cannot cause interference to other users. Permission from the local council responsible for zoning restrictions and licenses must be obtained prior to the dish being installed

#### e. CORDLESS PHONES

The import, manufacture, sale and possession of non-approved cordless telephones is prohibited. Cordless phones, including DECT phones purchased outside the European Community, that are not marked with a CE mark, will not conform and will therefore be open to seizure by enforcement officers.

### 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Clearance Procedures, Requirements and Restrictions for guidance on Transfer of Residence relief. DD Form 1434 must NOT be used; there is no access to Visiting Forces Relief for those arriving in the UK as a result of retiring or separating from the US Force, nor for any dependents without a DoD sponsor with duty in the UK.

### 13. OTHER

COUNTERFEIT MONEY: Counterfeit coins and bank notes are prohibited items that cannot be shipped into the UK. B. LAWN EQUIPMENT: Lawn mowers and other garden tools should be shipped; most homes have gardens which require maintenance. C. BOATS, OUTBOARD MOTORS, BOAT TRAILERS AND OTHER BOAT ACCESSORIES 1. US Forces Military and civilian personnel, on official duty in the UK, may import boats, outboard motors, boat trailers and other boat accessories duty free in household goods. Boats and accessories must not be lent, hired, or disposed of in the UK. Also, they must not be of UK origin. Review <https://www.gov.uk/register-a-boat> which provides guidance on use on inland waterways such as rivers and canals, commercial use and use at sea. 2. After the boat has cleared customs and is ready for pickup, the trailer must have a rear license plate with the same number as the towing vehicle. D. GOODS FOR COMMERCIAL PURPOSES: Goods for commercial purposes, such as intended for sale, are not permitted duty free entry. Any goods imported with the intent to sell must be declared as revenue items on DD Form 1434 for assessment of duty. Items imported duty free are subject to payment of duty and taxes if owner subsequently would like to sell/dispose them. E. ELECTRIC PEDAL CYCLES: For information on electric pedal bicycles please see <https://www.gov.uk/electric-bike-rules>. DOS Arranged ITBL Local Agents: Country: United Kingdom Post: Croughton Bureau: EUR Local Agents: See London Post: London Bureau: EUR Local Agents: McGimpsey Brothers Removals International Relocation Centre Greenway Enterprise Park Bangor Newtownards BT23 7SU Belfast United Kingdom Catriona Mann [catriona@mcgimpseys.com](mailto:catriona@mcgimpseys.com) +44 (0) 28 9145 6222 Arrowdene Moving and Storage 38 Howlett Way Tel 00 44 1842 753411 Thetford Norfolk IP24 1HZ POC : DEBBIE SMITH

EMAIL [DEBBIE@ARROWDENE.CO.UK](mailto:DEBBIE@ARROWDENE.CO.UK) Arrowpak International Movers, Ltd. Sherwood House

Norwood Road Brandon, Suffolk IP27 0PB Website: [www.arrowpak.co.uk](http://www.arrowpak.co.uk) DAREN BOWLEY

PHONE 44 (0) 1842 815000 EMAIL [DAREN@APAKMIL.CO.UK](mailto:DAREN@APAKMIL.CO.UK) +F Safepac Co Ltd. Safepac House Field Road Mildenhall Bury St. Edmunds IP28 7AP United Kingdom POC: Nick Pearson Email: [nick@safepac.co.uk](mailto:nick@safepac.co.uk) Tel: 44 (0) 1638 713323 \*\*Bonded Warehouse\*\*

## General Instructions: UNITED STATES (US)

### a. WEIGHT RESTRICTIONS

No Restrictions Identified.

### d. UNACCOMPANIED BAGGAGE

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

### b. CIGARETTES/TOBACCO PRODUCTS

### a. HOME COMPUTERS

## 6. PETS/QUARANTINE

### b. MOTOR CYCLES/MOPEDS

## 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

### a. CBS

### c. MARS EQUIPMENT

## 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

## General Instructions: URUGUAY (UY)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

Effective 1 October 2012 GBLOC ZJDK (Montevideo) shipments for DOD and U.S. Coast Guard Personnel assigned to the Diplomatic Mission in Montevideo must be routed per the special instructions shown on PPCIG page for GBLOC ZJDK.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

Shipping containers must comply with measurements for type of shipment code, that is 4 or 8.

#### c. HARD LIFT AREA

No restrictions identified. Uruguay is no longer a hard lift area for HHG and UB. However, all other cargo shipped on military air does not clear customs.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified. Address markings for ALL shipments are as follows: (DO NOT CONSIGN TO ADDRESS ON ORDERS: American Ambassador American Embassy  
Montevideo, Uruguay FOR: (Name of member) POC: PH: 409-0301

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. Personnel on the diplomatic list may import duty-free UB, HHG, and POV in accordance with weight regulations and in reasonable quantities for their own use at any time during their assignment to Uruguay. b. Shipments arriving before the member's arrival in country are held at the port of entry. Although the Government of Uruguay (GOU) will not grant final clearance until member is in the country and has been accredited with GOU, paperwork can be put in process before his/her arrival. The Foreign Ministry requires a copy of the packing list translated into Spanish. Therefore: (1) When possible, schedule all shipments to arrive on or shortly before the member's expected date of arrival in Uruguay. (2) All shipments are subject to customs inspection. Uruguay requires the original commercial bill of lading or the airway bill to initiate customs clearance. Mail original OBL/airway bill and legible copies of the packing lists/inventories to: American Embassy ATTN: GSO (Shipping Assistant) Unit 4514 APO AA 34035-4514 TMO may also use international courier (DHL, FEDEX, etc.). Address envelope to: Embajada de los EE.UU. Atn.: GSO Lauro Muller 1776 11200 Montevideo, Uruguay (3) POC # is Commercial: (598-2) 4190301 or (598-2) 4187777, ext 2368. (4) For shipments pertaining to members assigned to the Office of Defense Cooperation (ODC) or the Defense Attached Office (DAO), also mail a copy of all shipping documents to: U.S. Embassy ATTN: ODC (Operations Manager) Unit 4506 APO AA 34035-4506 immediately after pickup or shipment. POC # is commercial 598-2-418-9805/2-410-8997; fax 598-2-411-8678. (5) When the original bill of lading and/or airway bill have been received, it will take about 1 week to process the free entry permits.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

Limited amounts may be imported in personal property shipments.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

Prohibited Articles: Food items, fresh meat, fruits and vegetables, seeds,

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

**a. HOME COMPUTERS**

No restrictions.

**b. TVs/VCRs**

Local system is PAL-N vice NTSC.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

Local current is 220 volts/60 HZ.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

Pets with a certificate of good health may be imported into Uruguay. Dogs and cats also require a certificate of rabies vaccination. These certificates should be endorsed and authenticated by a Uruguayan Counsel in the US or other point of departure before shipment.

**7. PRIVATELY OWNED FIREARMS (POF)**

a. Prior approval of the Chief of Mission and Chief, ODC are necessary. Submit a written or cabled request to the Ambassador and to the ODC through the Regional Security Office (RSO) including the make, model, type, caliber, gauge, and serial number. The RSO will forward the post's response by letter or cable. The importation process may not begin until the post's response has been received. Firearms may be transported in household effects but not mailed. All employees wishing to import weapons must demonstrate they are qualified in the use of each specific weapon to be imported and must be recertified at regular intervals. Uruguayan Government approval for the importation of privately-owned firearms and ammunition must also be obtained from the foreign and defense ministries. Permission to import firearms from the Foreign Ministry serves as registration. Members who have not received prior approval to ship firearms to Uruguay or those who have yet to receive permission from the Government of Uruguay, must deliver the weapons and the ammunition to the RSO for storage in the Embassy until such approvals are obtained. Personal firearms brought into the country must be shipped out at the end of the assignment. Personal firearms cannot be sold, presented as gifts, or traded to host or third-country nationals to include members of other diplomatic missions. However, such firearms may be sold or presented as gifts to other AMCIT members of this mission with the prior written approval of the Chief of Mission.

b. Official firearms are defined as those weapons owned by the US Government of personally-owned firearms that are authorized for use by employees serving in security, law enforcement, military, or similar positions and required in the performance of their official duties. Personal firearms are those weapons owned by an employee and intended for sport, i.e., hunting and target shooting. Personnel are not authorized to carry firearms outside their residences/offices or personal status without prior written authorization of the Chief of Mission.

c. Only the following nonautomatic firearms may be brought to Uruguay:

**a. HAND GUNS**

1 pistol.



**b. RIFLES/SHOT GUNS**

1 rifle and/or 2 shotguns.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

1,000 rounds of ammunition.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No coup/convertible, POV of 5

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

(1) Address markings for all POVs are as follows: (DO NOT CONSIGN TO ADDRESS ON ORDERS): American Ambassador American Embassy Montevideo, Uruguay FOR: (Name of member) POC: # 409-0301 (2) Prior authorization for shipment is not required. Used vehicles five years older than the date of request for importation are not authorized to be imported. Ostentatious or overly expensive POVs are not recommended. Members are authorized to import two POVs duty free. (3) Members are required to have in their possession a copy of the bill of sale or invoice of their POV. POV customs clearance cannot begin before member's arrival in country and subsequent accreditation. If the POV arrives too early, it will remain in port accumulating unnecessary fees and storage charges. (4) Original copy of the Ocean Bill of Lading (OBL) is required prior to receipt of POV in order to initiate foreign ministry and customs clearance. OBL should be mailed by priority mail to: American Embassy ATTN: GSO (Shipping Assistant) Unit 4514, APO AA 34035-4514 TMO may also use international courier services (DHL, FEDEX, etc.) to: Embajada de los EE.UU. Atn.: GSO Lauro Muller 1776 11200 Montevideo, Uruguay (5) POC # for all POV shipments is Commerical (598-2-) 4190301 or (598-2-) 4187777, ext 2368. (6) For POV belonging to a member of ODC/MILGP, also mail a copy of all shipping documents to: U.S. Embassy ATTN: ODC (Operations Manager) Unit 4506 APO AA 34035-4506 immediately after pickup of shipment. POC # is commerical 598-2-418-9805/2-410-8997; fax 598-2-411-8678. (7) SPECIAL REQUIREMENTS: Name of owner, VIN or engine number, color, make, and model must be described on the OBL.

**b. MOTOR CYCLES/MOPEDS**

Two motorcycles, motor scooters or motorbikes, each with a displacement of 50cc or less, may be imported duty free. They may be shipped with personal property only if they are put in a separate and clearly identified box in order to properly clear customs. The bill of lading and manifest must clearly indicate the inclusion of moped(s) in the shipment. Member must provide copy of the bill of sale to the US Embassy upon arrival. This is required for the customs clearance process. NOTE: Mopeds larger than 50cc are considered POVs.

**c. GASOLINE/CATALYTIC CONVERTERS**



No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

The Chief of Mission requires that all USG personnel obtain a local personal liability insurance for their personal motor vehicle and they maintain it for the duration of their tour. By regulation, all USG personnel must purchase 10 units of personal liability (referred to as 'civil responsibility' in Uruguay) from the Banco de Seguros del Estado (State Insurance Bank) or any private insurance company. This policy affords \$80,000 of coverage for each third party up to a maximum of three people. It also provides a maximum of \$80,000 of coverage for damage to other party's property. Only the driver(s) listed in the policy is (are) covered. This coverage is valid for Uruguay and neighboring countries including Argentina, Paraguay, Bolivia, Chile and Brazil.

#### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

#### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Restrictions exist on plants and seeds.

#### 11. TRANSMITTING EQUIPMENT

No restrictions identified.

##### a. CBS

There are no restrictions on the importation of CB radios by DOD personnel. However, prior approval is required for operation. Channel 23 cannot be used.

##### b. AMATEUR/HAM RADIOS

No restrictions identified.

##### c. MARS EQUIPMENT

No restrictions. However, MARS equipment cannot be operated until operator is licensed by the Government of Uruguay.

##### d. DISH ANTENNAS

No restrictions identified.

##### e. CORDLESS PHONES

No restrictions identified.

#### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Uruguay should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Uruguay.

### 13. OTHER

No restrictions identified.

## General Instructions: UZBEKISTAN (UZ)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: SUDZ DOS)Department of State Consignment"Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:tashkentPeter Christiansen ChristiansenPH@state.gov+998781205450FSO Contact information:Shavkat Ishmukhamedov IshmukhamedovSS@state.govTel: 998-71-1402258; Tel: 998Group Email:TashkentShippingandCustomsUnit@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments:"In accordance with the Joint Travel Regulations." DOS arranged moves: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

Shipping containers must comply with measurements for type of shipment code, that is 4 or 8.

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments:"In accordance with the Joint Travel Regulations." DOS arranged moves: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD and DOS For: Tashkent, Uzbekistan JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Tashkent, Uzbekistan as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

"No restrictions identified."

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURNITURE, OVERSIZED

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"Importation is PROHIBITED."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"Importation is PROHIBITED."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"No restrictions identified."

**11. TRANSMITTING EQUIPMENT**

“No restrictions identified.”

a. CBS

“No restrictions identified.”

b. AMATEUR/HAM RADIOS

“No restrictions identified.”

c. MARS EQUIPMENT

“No restrictions identified.”

d. DISH ANTENNAS

“No restrictions identified.”

e. CORDLESS PHONES

“No restrictions identified.”

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Uzbekistan should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Uzbekistan.

## 13. OTHER

GSO: Michael Scheer ScheerM@state.gov FSN: Shavkat Ishmukhamedov:  
Ishmukhamedovss@state.gov Group email: TashkentShippingandCustomsUnit@state.gov

DOS arranged moves: ITGBL Local Agent:Country: UzbekistanPost: tashkent Bureau:  
SCALocal Agents:3) Move One Logistics, LLC46B, 4th Driveway, HalqobodYunusobod  
DistrictTashkent 100084POC: Atabek Alimdjanov, ManagerEmail:  
atabek.alimdjanov@moveoneinc.comTel: +998-71-235-1843Cel: +998-90-998-08772)  
Gosselin Caucasus & Central AsiaYakkasaray DistrictBolshaya Mirobadskaya Str.,  
#33Tashkent, UzbekistanPOC: Pim Rottiers, Coordinator for Central AisaPOC: Fayzulin Farid,  
Assistant to ManagerTel: 99871 3678329Email: pimr@uzbekistan.gosselinwwm.comEmail:  
normad@silkroad.bcc.com.uz1) Globalink Caspian47, 6-ProezdAbdulla Kahhara  
Str.Tashkent, 700025 UzbekistanPOC: Olga Vinogradova or Elizaveta IrgashevaTel: 99871  
3614084/85/86; 3613865Email: O.Vinogradova@globalinkllc.comEmail:  
e.irgasheva@globalinkllc.com

## General Instructions: VANUATU (VU)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.



**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: VATICAN CITY (VA)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany) DOS arranged moves: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact Information: See Rome, Italy.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

"No restrictions identified."

#### a. ALCOHOLIC BEVERAGES

"Importation is PROHIBITED."

#### b. CIGARETTES/TOBACCO PRODUCTS

"Importation is PROHIBITED."

#### c. COSMETICS

"Importation is PROHIBITED."

#### d. FOOD STUFFS AND MEATS

"Importation is PROHIBITED."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"Importation is PROHIBITED."

### 6. PETS/QUARANTINE

"No restrictions identified."

### 7. PRIVATELY OWNED FIREARMS (POF)

"Importation is PROHIBITED."

#### a. HAND GUNS

"Importation is PROHIBITED."

#### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"Importation is PROHIBITED."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

"No restrictions identified."

**b. MOTOR CYCLES/MOPEDS**

"No restrictions identified."

**c. GASOLINE/CATALYTIC CONVERTERS**

"No restrictions identified."

**d. INSURANCE AND SAFETY REQUIREMENTS**

"No restrictions identified."

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

"Importation is PROHIBITED."

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

"Importation is PROHIBITED."

**11. TRANSMITTING EQUIPMENT**

"No restrictions identified."

**a. CBS**

"No restrictions identified."

**b. AMATEUR/HAM RADIOS**

"No restrictions identified."

**c. MARS EQUIPMENT**

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

See Rome, Italy.

**13. OTHER**

ITGBL Local Agent:Holy SeePost: Vatican City Bureau: EURLocal Agents:See Rome, Italy.

## General Instructions: VENEZUELA, BOLIVARIAN REPUBLIC OF (VE)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.d.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

Effective 1 April 2010 GBLOC ZKDK (Caracas) shipments for DOD and U.S. Coast Guard Personnel assigned to the Diplomatic Mission in Caracas must be routed per the special instructions in PPCIG GBLOC ZKDK Instructions. OTHER: Origin ITO/Shipper must provide name of member, TCN No., pieces, weight & cube, gross weight, required delivery date, and date property was released from station in order to schedule airlift and pick up of personal property upon arrival. For all Military/DOD shipments, Station Manager is also required to present inbound documentation, i.e. manifest, TCMDs, etc, to local customs officials at least 12 hours prior to aircraft arrival. Cleared military shipments are released to ASM/STO/TO upon arrival. Send to USMILGP-VE, Unit 4980, APO AA 34037-0008, ATTN: , by fax at 011(58-212)682-5844, 681-8775, or fax to Station Manager at 011(582) 355-2514 or e-mail at uvccs@telcel.net.ve. Documents are required to effect transshipment of HHG/UB and to obtain customs entry clearance from the Government of Venezuela.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

Due to the use of commercial narrow body aircraft, external shipping containers for Code T shipments moving to/from South and Central America in accordance with PPP-B-601, style A or B, are required, not to exceed 60 inches in height. In accordance with Item 508 in the International Personal Property Rate Solicitation, special packing arrangements will be authorized by the PPSO for oversize items that will not fit into the restricted height container. NOTE: All military/DOD personnel HHGs and UAB shipments must be sent DPM/AMC and addressed to:

Commander/Transportation Officer, US Military Group, Venezuela, APO AA 34037-0008. Consign to: C/O La Union Internacional, Inc., Chapellin, La Florida, Caracas, Venezuela, Tel: 011(582) 730-9908/3976; Fax: 011(582) 730-7290; E-mail: launion@cantv.net. All military/DOD HHGs and UAB will be shipped by Military Aircraft.

### c. HARD LIFT AREA

Hard lift area for all military services. Airclearance, will be obtained from the appropriate Air Clearance Authority (ACA) or USMILGP Small Terminal Operator(STO)/Transportation Officer(TO).

### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

## 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. Venezuelan Government grants clearance for duty -free importation of household goods, unaccompanied baggage, and personally -owned vehicles of personnel assigned to Venezuela. Shipments arriving before the member's arrival are held at the port of entry in a bonded warehouse. Although the Government of Venezuela will not grant final clearance until member is in the country and has been accredited with Government, paperwork can be put in process before his/her arrival. The Foreign Ministry requires a copy of the packing list translated into Spanish. Therefore: (1) When possible, schedule all shipments to arrive on or shortly before the member's expected date of arrival in Venezuela.(2) Provide GSO, American Embassy, a legible copy of the packing lists for all shipments well in advance of the member's expected arrival date in order to permit time for translation. Address to American Embassy, General Services Office, APO AA 34037-0008.b. Allow approximately 6-8 weeks for HHG and 4 weeks for UB.c. Customs clearance cannot be effected until member has arrived in country. HHG should be scheduled to arrive on or shortly before the member's arrival date. A legible copy of the packing list/inventory, orders, weight tickets and DD 1299 must be forwarded to the STO/TO USMILGP-VEN, Unit 4980, APO AA 34037-0008, immediately after pickup of shipment. Documents are required to effect transshipment of HHG/UB and to obtain customs entry clearance from the Government of Venezuela.

## 3. CONSUMABLES

No restrictions identified.

### a. ALCOHOLIC BEVERAGES

Importation is prohibited.

### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

### c. COSMETICS

No restrictions identified.



**d. FOOD STUFFS AND MEATS**

No restrictions identified.

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

No restrictions identified.

**4. ELECTRICAL EQUIPMENT**

No restrictions identified.

**a. HOME COMPUTERS**

No restrictions identified.

**b. TVs/VCRs**

No restrictions identified.

**c. OTHER (i.e. COMPATIBILITY, ETC)**

No restrictions identified.

**5. FURTNITURE, OVERSIZED**

No restrictions identified.

**6. PETS/QUARANTINE**

All pets entering Venezuela require a health certificate issued by a veterinarian within the last 12 months certifying that the animal is free from infectious or contagious diseases, including rabies. Certificate must be accompanied by a letter from the US Department of Agriculture certifying that the person signing the health certificate is a veterinarian. A Venezuelan Consul must stamp and sign the certificate and letter. There is a \$50 fee per pet for this service. Documents must accompany the pet when shipped. Pet owners should also check with the airlines to ensure US health certificates are current and meet country and airline requirements. There are presently no quarantine requirements for pets arriving in Venezuela.

**7. PRIVATELY OWNED FIREARMS (POF)**

Firearms authorized shipment in UB/HHG must be packed separately from other personal property in the shipment, and positioned in the container such that they are readily accessible for examination by Customs when required. We do not recommend routine importation of firearms unless specific use is anticipated. To import firearms into Venezuela, the Embassy must be notified as far in advance as possible. Prior approval by American Embassy, Regional Security Office (RSO), and Chief of Mission is required. Give full details of weapons to include owner's certificate showing when and where firearm(s) was purchased and intended use. Based on this information, the Embassy will apply for an import permit. If the permit is approved, the Embassy will arrange customs clearance. The following firearms qualify for importation:

**a. HAND GUNS**

Automatic pistols 6.35, 7.65 and revolvers 32 and 38.

**b. RIFLES/SHOT GUNS**

Smooth-bore shotguns, limited to not more than two (2) shots, 12-16-20-28 and 410 gauge and 22 caliber rifles.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

Venezuelan government has decided to disallow any eight cylinder vehicles into the country. NOT ALLOWED TO IMPORT ANY ARMORED VEHICLE. NEED AUTHORIZATION TO IMPORT ANY VEHICLE FROM THE MINISTRY OF FOREIGN AFFAIRES.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

1. Effective April 2006, POVs five or more model years old may not be imported. 2. Only one POV can be imported duty -free per three-year tour. The vehicle must arrive in country within the first six months of member's tour. 3. Upon receipt of permanent change of station (PCS) orders specifying assignment to Venezuela, military personnel and DOD civilians must establish immediate contact with their new units of assignment in order to obtain written approval for shipment of their POV to Venezuela. Personnel being assigned/attached to USMILGP Venezuela should contact the CDR, or Transportation Officer, USMILGPVEN, APO AA 34037-0008. Personnel being assigned/attached to the US Defense Attache Office should contact the US Defense Attache Office, American Embassy, APO AA 34037 -0008. Member's request for importation of POV (message or letter format) must contain, as a minimum, the following information: make/model, year, serial number, body color, number of doors, engine size, and number of cylinders. All eight (8) cylinder engine vehicles are prohibited for import to Venezuela. Obtain written approval from the Embassy Regional Security Officer (RSO) prior to shipping 4x4 vehicles. 4. Port authorities will not accept a POV for shipment to Venezuela unless the service member or civilian involved presents, with the request for POV shipment, either a message or a letter from the GSO, American Embassy, Caracas, or (For military/DOD personnel) the USMILGP-VE CDR or Transportation Officer authorizing the shipment of the POV. This message or letter will be addressed to the member and should contain a precise list and complete description of the POV involved (to include all information in paragraph 8a(3) above). Address markings for all POVs are as follows: DO NOT CONSIGN TO ADDRESS ON ORDERS (CH) American Ambassador American Embassy ATTN: Embassy Customs & Shipping (Mariangelica Parma Customs and Shipping Inbound Assistant) Caracas, Venezuela, FOR: Name of Owner (i.e., SFC K. Bremer-USDAO). (CH) NOTE 1: It is very important that the FOR: line come at the end. Placing it at the beginning will ensure that the VE Authorities will treat as a personal and individual shipment and not an official one. NOTE 2: According to VE Law, the Embassy can clear all "DIRECT" shipments or in other words, all shipments consigned to the Embassy. 5. It is

important that the POV be shipped on/about the week of or week after the employee departs to Venezuela. Not before! The employee must be in country and become accredited through the Foreign Ministry before the POV can be cleared through Customs and the Port Authorities. Accreditation takes about two (2) weeks after the employee arrives at post. If the employee ships his/her vehicle and it arrives before the employee does or before he/she can become accredited, the POV will remain in port accumulating "fees" and storage charges. The Embassy recently had an instance where the "fees and charges" were in excess of \$8,000. If the vehicle remains in port for more than 30 days it is considered abandoned and under VE law, the vehicle will be sold to recoup the "fees".6. To alleviate considerable customs clearing difficulties, the American Embassy requires the original negotiable copy of the ocean bill of lading (OBL) prior to arrival of POV at destination port. Mail original OBL to GSO, American Embassy, Caracas, Venezuela, APO AA 34037 - 0008. We recommend use of courier service to ensure documents arrive in a timely manner. If possible have the carrier's agent in Venezuela issue the OBL locally. 7. The original bill of lading must be sent to Embassy, preferably via FED EX or DHL. The APO, although normally a reliable means, has proven to be extremely slow. The Embassy cannot use copies to clear the vehicle. It is not accepted by the VE Authorities. Another reason for delay could cause the vehicle to be abandoned. Please use the following address: Embajada de Los Estados Unidos de AmericaATTN: Customs and Shipping Office (GSO)Calle F con Calle SuapureColinas de Valle ArribaCaracas Venezuela 1080All communications or documents for POVs only can be forwarded via USPS and APO to: American Embassy-GSOATTN: Customs and Shipping (POV)APO AA 34037

#### b. MOTOR CYCLES/MOPEDS

Motorcycles/mopeds are considered POVs.MOTORCYCLE IS ANOTHER POV, PAY 47% TAX ON BILL OF SALE

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

No restrictions identified.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No restrictions identified.

#### a. CBS

No restrictions on the importation of CB radios by DOD members; however, Army members must have approval from overseas commander prior to shipment (AR 105-4), importation licenses are not required; however, individual will need operator's license which must be applied for personally, upon arrival through Ministry of Transport and Communications.

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

No restrictions identified.

#### d. DISH ANTENNAS

No restrictions identified.

#### e. CORDLESS PHONES

No restrictions identified.

### 12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Venezuela should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Venezuela.

### 13. OTHER

a. Household goods shipments may be placed in nontemporary storage(NTS)/storage-in-transit (SIT) depending on the member's projected arrival in Venezuela.b. Advise member to request shipment release of property from NTS/SIT 60-90 days prior to arrival in country. A copy of member's orders must be sent to Small Terminal Operator(STO)/Trans Officer, USMILGP-VE, Unit 4980, APO AA 34037-0008, ATTN: STO/Trans Officer, COMM (582) 682-2877/1059, from losing unit approximately 30 days prior to expected arrival.

## General Instructions: VIETNAM (VN)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

In accordance with governing regulations.

#### b. CONTAINER/CRATING REQUIREMENTS

No Restrictions Identified.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Importation of antiques or replicas, particularly of Asian Art are likely to present a problem upon departure from Vietnam even if the items are declared upon arrival. Cultural items such as books, tapes, CDs and videos will require special handling because of host government restrictions. They will trigger extra scrutiny if labeled as such, rather than as miscellaneous household items.

### 3. CONSUMABLES

Please refer to the JTR, AP-CG-01, to determine customer eligibility if the destination Country -AND- City is an Authorized Consumable Goods Allowance Location.(CH 05-May-2021 TCJ9-OH-PAC RB)

#### a. ALCOHOLIC BEVERAGES

The Government of Vietnam allows the importation of up to 50 liters of spirits/wine and 200 liters of beer per quarter (e.g., Jan 1 - March 31; April 1 -June 30, etc.) for those with diplomatic accreditation. For a 2-year tour, the limit is 400 liters of spirits/wine and 1600 liters of beer; for a 3-year tour, the limit is 600 liters of spirits/wine and 2400 liters of beer. Open containers of alcoholic beverages are PROHIBITED. NOTE: There is a Duty Free Shop where these goods can be purchased at reasonable prices after arrival at Post.(CH 12-Jun-2019 TCJ4-HB RB)

#### b. CIGARETTES/TOBACCO PRODUCTS

The Government of Vietnam restricts the importation of 20 cartons of cigarettes for those assigned to diplomatic duty. Non-diplomatic personnel are limited to 10 cartons of cigarettes. "Note that importation of alcohol and other controlled items may slow down the processing of your shipment through Customs. There is a Duty Free Shop where these goods can be purchased at reasonable prices after arrival at post."

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No Restrictions Identified.

#### a. HOME COMPUTERS

No restrictions. If you plan to utilize a Home Computer you may also want to procure a Uninterrupted Power Supply(UPS) to protect you equipment.

#### b. TVs/VCRs

The voltage in Vietnam is 220 volt, 50 cycles. Television uses Phase Alternate Lines(PAL). Star TV and CNN are available via satellite and antenna. An American TV or VCR with NTSC, 110 volt, 60 cycles will more than likely play, but will not receive local broadcasting. However, NTSC televisions can be modified locally to receive PAL. Most video cassettes available commercially are NTSC, however. Post therefore recommends multi-system televisions and VCRs.(CH 26-Feb-2016 SDDC-PAC RB)

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

## 5. FURTNITURE, OVERSIZED

No restrictions identified.

## 6. PETS/QUARANTINE

In order to import/export pets, the owner must have an animal health certificate and a vaccination certificate for each pet. Upon arrival, the airport animal health station will arrange for an examining officer to check the pet at the arrival/departure lounge. US Embassy personnel must set this up prior to your pet arrival, so below documentation MUST be emailed to HanoiCustomsAndShipping@state.gov at least three working days PRIOR TO pet arrival/departure. - passport data page - pet's health certificate and vaccination certificate - pet airway bill if sent by cargo If importing from the U.S., please use the APHIS Form 7001, certified by a veterinarian who is certified by the US Department of Agriculture. If importing directly from another country, use that country's official form or a letter on the letterhead of a licensed veterinarian. The documentation should be under the name of the employee and issued as close as possible to the date of travel, but not more than 14 days prior to travel. A rabies shot must be given at least 30 days, but not more than 12 months, before travel(CH 18-Nov-2020 TCJ9-OH-Pac RB) If the examining officer agrees the pet is healthy, a Vietnamese certificate of health for the pet will be issued and the pet will be released and allowed through customs. The US Embassy GSO, through Outsourcing Expediting Services (HAV) will assist to arrange with the airport animal health station regarding pet arrival, pet documents, and examination appointment coordination. Pet owners will be charged \$30 USD per pet if the pet arrives as excess baggage, and \$100 per pet if the pet arrives by cargo. The Government of Vietnam (GVN) permits one owner to import up to two pets. Airlines are increasingly limiting the transportation of pets. Hotels DO NOT accept pets.(CH, Entire Section, 12-JUN-2019 TCJ4-HB RB)

## 7. PRIVATELY OWNED FIREARMS (POF)

Firearms into Vietnam are prohibited.

### a. HAND GUNS

IMPORTATION PROHIBITED.

### b. RIFLES/SHOT GUNS

IMPORTATION PROHIBITED.

### c. TOY RELATED GUNS

No Restrictions Identified.

### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

IMPORTATION PROHIBITED.

## 8. PRIVATELY OWNED VEHICLES (POVs)

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

New and used automobiles less than five years old are allowed. The "age" of your automobile is determined by the manufacturing year of your vehicle and the calendar year that your vehicle arrives at port. Please check your documentation closely: the manufacturing year can be found on your title and may be different from the model year. Right-hand drive vehicles MAY NOT be imported to Vietnam. Vehicles with structural modifications resulting in change to the original dimensions (such as wider tires, lift kits, winch attachments) and disassembled vehicles may not be imported. Vehicles which are not compliant with European Level 4 emission standards are not allowed to import into Vietnam. If you decide to bring a car into Vietnam, you must have at least 18 months validity on your Diplomatic ID card (from the date of issue by Ministry of Foreign Affairs). Documents required: -For used POV: The vehicle's original title and registration (or deregistration certificate) (if possible, vehicle manual). -For new POV: The vehicle's original title and bill of sales (if possible, vehicle manual). All documents must be in the customer's name. Employee must hand-carry all the ORIGINAL documents to post. (CH 18-Nov-2020 TCJ9-OH-Pac RB)

#### b. MOTOR CYCLES/MOPEDS

New motorcycles and scooters are allowed. Three-wheeled motorcycles and used motorcycles or scooters may not be imported. A motorcycle is considered a POV, not a part of a Household Goods Shipment (HHG). If you decide to bring a scooter or a motorcycle into Vietnam, you must have at least 18 months validity on your Diplomatic ID card (from the date of issue by Ministry of Foreign Affairs). Imported motorcycles or motor scooters cannot be sold on the local market or to others with duty-free privileges. Documents required: The motorcycle's original title and bill of sales (if possible, vehicle manual). All documents must be in the customer's name. Employee must hand-carry all the ORIGINAL documents to post. (CH 18-Nov-2020 TCJ9-OH-Pac RB)

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Traffic moves on the same side of the street as in the US. Chrysler, Jeep, and Ford plus many other foreign manufacturers have recently set up operations in Vietnam. Auto repair is currently limited. Hanoi streets tend to be extremely narrow and congested. Negotiating traffic in Vietnam is a daunting task, therefore securing Vietnamese collision insurance is required.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Importation of these articles are prohibited.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

Import into Vietnam must comply Ministry of Agricultural and Rural Development regulations. (CH 26-FEB-2016 SDDC-PAC RB)



## 11. TRANSMITTING EQUIPMENT

### a. CBS

Importation is prohibited.

### b. AMATEUR/HAM RADIOS

Importation is prohibited.

### c. MARS EQUIPMENT

Importation is prohibited.

### d. DISH ANTENNAS

Importation is prohibited.

### e. CORDLESS PHONES

Importation is prohibited.

## 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation, or relocating dependents to Vietnam should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is personal matter between the member and the Government of Vietnam (GOV).

## 13. OTHER

Living conditions in Vietnam are changing rapidly, therefore, the American Embassy suggests that prior to packing out members are advised to contact the Embassy regarding any questions concerning movement of their household goods and unaccompanied baggage.

## General Instructions: VIRGIN ISLANDS (VI)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

Personal firearms cannot be shipped in UB and/or HHG. When shipped in HHG, the entire shipment will be held up pending search of entire shipment to confiscate firearm. Firearm will be held pending member obtaining VI firearm permit. There are additional cost associated with the search of entire shipment and storage pending shipments release. The recommended method for shipping a firearm to VI is for member to ship via licensed gun dealer to VI gun dealer or VI Police Department. See website guidance when transporting firearms to the Virgin Islands [http://www.vipd.gov.vi/Libraries/PDF\\_Library/Firearms\\_Rules\\_and\\_Regulations\\_manual\\_20](http://www.vipd.gov.vi/Libraries/PDF_Library/Firearms_Rules_and_Regulations_manual_20)

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#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

#### c. TOY RELATED GUNS

No restrictions identified.

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

No restrictions identified.

### 8. PRIVATELY OWNED VEHICLES (POVs)

POVs: Vehicle shipment into and out of the US Virgin Islands will be coordinated through 832nd Transportation BN, Ft Buchanan, Puerto Rico. Consign vehicles to 832nd Transportation BN, Ft Buchanan, Puerto Rico. Mark for member or designated agent at destination address. Show Fort Buchanan as responsible destination PPSO.

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

No restrictions identified.

#### b. MOTOR CYCLES/MOPEDS

No restrictions identified.

#### c. GASOLINE/CATALYTIC CONVERTERS

No restrictions identified.

#### d. INSURANCE AND SAFETY REQUIREMENTS

No restrictions identified.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

No restrictions identified.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

No restrictions identified.

### 11. TRANSMITTING EQUIPMENT

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

**d. DISH ANTENNAS**

No restrictions identified.

**e. CORDLESS PHONES**

No restrictions identified.

**12. SEPARATEES/RETIRES ENTITLEMENTS/LIMITATIONS**

No restrictions identified.

**13. OTHER**

Shipments destined for these areas: St. Croix, St. John, and St. Thomas must be routed through the OTO system. Block No. 18 on the GBL must show members name with actual destination i.e., St. Thomas, etc. Do not show Fort Buchanan PPSO information. Consignment instructions for these islands can be found in records for St. John and for St. Croix. Ship OTO/Code 4 for HHG's or OTO/Code 7 or Code 8 for UB. Shipments arriving onto the island of Puerto Rico erroneously must be re-booked through the OTO system here, causing great delays to members and members families and double/triple the expense to the Government.

## General Instructions: WAKE ISLAND (QW)

### 1. SHIPMENT INSTRUCTIONS

No Restrictions Identified.

#### a. WEIGHT RESTRICTIONS

No Restrictions Identified.

#### b. CONTAINER/CRATING REQUIREMENTS

DPM shipments shipped to Wake Island MUST be packed in Tri-walls, or crates that DO NOT exceed the following dimensions: H-60 inches, W-84 inches, L-104 inches.

#### c. HARD LIFT AREA

No Restrictions Identified.

#### d. UNACCOMPANIED BAGGAGE

No Restrictions Identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Wake Island is a possession of the U.S. under the control of the Department of Interior.

### 3. CONSUMABLES

Not authorized.

#### a. ALCOHOLIC BEVERAGES

No restrictions.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions.

#### c. COSMETICS

No restrictions.

#### d. FOOD STUFFS AND MEATS

No restrictions.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

There is one doctor on Wake Island. Personnel are advised to bring enough medication for their tour.

#### 4. ELECTRICAL EQUIPMENT

No restrictions.

##### a. HOME COMPUTERS

No restrictions.

##### b. TVs/VCRs

No restrictions.(CH 11-Apr-2017 SDDC-PAC RB)

##### c. OTHER (i.e. COMPATIBILITY, ETC)

Amperage on Wake Island is US 110.

#### 5. FURTNITURE, OVERSIZED

Household good items, including furniture items are prohibited. Oversized furniture and nonessential items should be placed in non-temporary storage at origin until duration of members overseas Wake Island tour.

#### 6. PETS/QUARANTINE

Shipment of pets is not authorized.

#### 7. PRIVATELY OWNED FIREARMS (POF)

Importation is prohibited.

##### a. HAND GUNS

Importation is prohibited.

##### b. RIFLES/SHOT GUNS

Importation is prohibited.

##### c. TOY RELATED GUNS

None.

##### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

Importation is prohibited.

#### 8. PRIVATELY OWNED VEHICLES (POVs)

Shipment of POV is not authorized.

##### a. POVs (includes data on prohibited vehicles, colors, etc.)

Shipment of POV is not authorized.

**b. MOTOR CYCLES/MOPEDS**

In addition to motorcycles and mopeds, motorized go-carts and motor scooters are not authorized.

**c. GASOLINE/CATALYTIC CONVERTERS**

Not available.

**d. INSURANCE AND SAFETY REQUIREMENTS**

None.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

All pornographic or obscene materials on any mediums, video tapes, CD-ROM, magazines, laser disks, etc., are prohibited.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

Prohibited.

**11. TRANSMITTING EQUIPMENT**

See below.

**a. CBS**

No restrictions.

**b. AMATEUR/HAM RADIOS**

Importation is prohibited.

**c. MARS EQUIPMENT**

Importation is prohibited.

**d. DISH ANTENNAS**

Importation is prohibited.

**e. CORDLESS PHONES**

No restrictions. However cellular phones do not work on Wake Island.

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Separating and retiring to Wake Island is not authorized.

**13. OTHER**



CONSIGNMENT INFORMATION 1. GENERAL: a. GBLOC: PDFL, DODAAC: FY5186, WQ: Wake Island b. Wake Island, Det 1 c. PACAF Regional Support Center (PRSC) Joint Base Elmendorf-Richardson d. Wake Island does not have an APO address. MAIL: PACAF Regional Support Center (PRSC), Det 1 PO BOX 68 Wake Island, HI 96898 e. APOD: Wake Island AWK

f. Commercial: (808) 424-2468, DSN: 424-2468 Quality Assurance Evaluation Section (QAE) (808) 424-2275 2. CONSIGNMENT INSTRUCTIONS: a. DPM HHGs is not authorized. b. DPM UB is authorized. Standard crates DO NOT fit on the bi-monthly rotator servicing Wake Island. Tri-wall containers WILL FIT into the aircraft, and are suggested. If DPM crates are used, the dimensions of the crate MUST NOT EXCEED: H-60", W-84", L-104". c. Use of the United States Postal Service is HIGHLY ENCOURAGED. MARK FOR MEMBER, PO BOX 68, Wake Island, HI 96898. d. Customers need to be thoroughly briefed that delivery service are not available on Wake Island, and customers will be responsible to pick up their UB from the air terminal, deliver, and unpack their belongings. e. ITGBL HHG and ITGBL UB is not authorized. SPECIAL INSTRUCTIONS: a. UB must be clearly marked for the customer. b. If shipping via USPS as a PPM, reimbursement amount is 100% of the actual cost. c. In order to be reimbursed, the customer must send the following to their local servicing Office:--Postal receipt with weight annotated--Copy of orders (front and back) --After-The-Fact MFR. d. For personnel PCS-ing to Wake Island, the local servicing Office is the 773 LRS Travel Center, email: EDFTravel@elmendorf.af.mil.

## General Instructions: WALLIS AND FUTUNA (WF)

### 1. SHIPMENT INSTRUCTIONS

DOS ARRANGED MOVES EFFECTIVE 1 OCTOBER 2013, DOD AND U.S. COAST GUARD (USCG) PERSONNEL ASSIGNED OFFICIAL DUTY TO A DIPLOMATIC ASSIGNMENT UNDER CHIEF OF MISSIONS AND CLASSIFIED AS PERMANENT PERSONNEL OR TEMPORARY DUTY PERSONNEL IN EXCESS OF 90 DAYS, ARE AUTHORIZED SHIPMENT OF HOUSEHOLD GOODS/TDY WEIGHT ALLOWANCE USING DEPARTMENT OF STATE (DOS) TRANSPORTATION SERVICES IAW DEFENSE TRANSPORTATION REGULATION (DTR), PART IV, APPENDIX F. UPON COMPLETION OF THE FOLLOWING ACTIONS, MEMBER MUST BE ADVISED TO COORDINATE PICKUP AND DELIVERY DIRECTLY WITH DOS TRANSPORTATION. FOR SHIPMENTS PICKING UP 1 OCTOBER 2013 OR AFTER, DOD AND USCG PPO/PPSOS SHALL FOLLOW THE FOLLOWING INSTRUCTIONS:

- a. ENSURE MEMBER/EMPLOYEES ARE COUNSELED WITHIN THE DEFENSE PERSONAL PROPERTY SYSTEM (DPS) IAW JFTR/JTR ENTITLEMENTS AND SERVICE REGULATIONS. COUNSELING MUST BE DOCUMENTED USING DD FORM 1797.
- b. ENSURE DD FORM 1299 IS ACCOMPLISHED FOR EACH SHIPMENT AND CONTAINS THE FOLLOWING STATEMENT IN THE REMARKS BLOCK "DEPARTMENT OF STATE MANAGED SHIPMENT". NOTE: THIS CAN BE ACCOMPLISHED BY USING THE ADDITIONAL INFORMATION FIELD (SEE DPS SMARTBOOK ON WWW.MOVE.MIL (PPSO TAB)).
- c. SUBMIT DD FORM 1299, DD FORM 1797 AND A COPY THE MEMBER/EMPLOYEES ORDERS VIA FAX/EMAILED TO U.S. DEPARTMENT OF STATE TRANSPORTATION AND TRAVEL MANAGEMENT DIVISION, PHONE: 1-800-424-2947 OR 202-663-0891/0892, FAX: (202) 663-3209, EMAIL: DODPP@STATE.GOV.
- d. AFTER SUBMISSION OF REQUIRED DOCUMENTS TO DOS, PLACE THE DPS SHIPMENT RECORD IN A "CANCELLED" STATUS.

#### a. WEIGHT RESTRICTIONS

No restrictions identified.

#### b. CONTAINER/CRATING REQUIREMENTS

No restrictions identified.

#### c. HARD LIFT AREA

No restrictions identified.

#### d. UNACCOMPANIED BAGGAGE

No restrictions identified.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

No restrictions identified.

### 3. CONSUMABLES

No restrictions identified.

#### a. ALCOHOLIC BEVERAGES

No restrictions identified.

#### b. CIGARETTES/TOBACCO PRODUCTS

No restrictions identified.

#### c. COSMETICS

No restrictions identified.

#### d. FOOD STUFFS AND MEATS

No restrictions identified.

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

No restrictions identified.

### 4. ELECTRICAL EQUIPMENT

No restrictions identified.

#### a. HOME COMPUTERS

No restrictions identified.

#### b. TVs/VCRs

No restrictions identified.

#### c. OTHER (i.e. COMPATIBILITY, ETC)

No restrictions identified.

### 5. FURTNITURE, OVERSIZED

No restrictions identified.

### 6. PETS/QUARANTINE

No restrictions identified.

### 7. PRIVATELY OWNED FIREARMS (POF)

No restrictions identified.

#### a. HAND GUNS

No restrictions identified.

#### b. RIFLES/SHOT GUNS

No restrictions identified.

**c. TOY RELATED GUNS**

No restrictions identified.

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

No restrictions identified.

**8. PRIVATELY OWNED VEHICLES (POVs)**

No restrictions identified.

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

No restrictions identified.

**b. MOTOR CYCLES/MOPEDS**

No restrictions identified.

**c. GASOLINE/CATALYTIC CONVERTERS**

No restrictions identified.

**d. INSURANCE AND SAFETY REQUIREMENTS**

No restrictions identified.

**9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL**

No restrictions identified.

**10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS**

No restrictions identified.

**11. TRANSMITTING EQUIPMENT**

No restrictions identified.

**a. CBS**

No restrictions identified.

**b. AMATEUR/HAM RADIOS**

No restrictions identified.

**c. MARS EQUIPMENT**

No restrictions identified.

d. DISH ANTENNAS

No restrictions identified.

e. CORDLESS PHONES

No restrictions identified.

12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

No restrictions identified.

13. OTHER

No restrictions identified.

## General Instructions: WEST BANK (XW)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: None. DOS arranged moves: Contact DOS Department of State Consignment. Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. 4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged moves: Contact DOS

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged moves: Contact DOS

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD arranged shipments: Validate consumables allowance authorization within the JTR.

DOS arranged moves: Contact DOS

**a. ALCOHOLIC BEVERAGES**

"Importation is PROHIBITED."

**b. CIGARETTES/TOBACCO PRODUCTS**

"Importation is PROHIBITED."

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"Importation is PROHIBITED."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

c. TOY RELATED GUNS

"Importation is PROHIBITED."

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is PROHIBITED."

10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

11. TRANSMITTING EQUIPMENT

"No restrictions identified."

a. CBS

"No restrictions identified."

b. AMATEUR/HAM RADIOS

"No restrictions identified."

c. MARS EQUIPMENT



"No restrictions identified."

#### d. DISH ANTENNAS

"No restrictions identified."

#### e. CORDLESS PHONES

"No restrictions identified."

### 12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to West Bank should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of West Bank.

### 13. OTHER

None

## General Instructions: WESTERN SAHARA (EH)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO)DOS arranged shipments: Department of State Consignment"Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

"No restrictions identified."

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

"No restrictions identified."

### 3. CONSUMABLES

DOD arranged shipments: Validate consumables allowance authorization within the JTR. DOS arranged shipments. Contact DOS

**a. ALCOHOLIC BEVERAGES**

"No restrictions identified."

**b. CIGARETTES/TOBACCO PRODUCTS**

"No restrictions identified."

**c. COSMETICS**

"No restrictions identified."

**d. FOOD STUFFS AND MEATS**

"No restrictions identified."

**e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS**

"No restrictions identified."

**4. ELECTRICAL EQUIPMENT**

"No restrictions identified."

**a. HOME COMPUTERS**

"No restrictions identified."

**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified."

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

"No restrictions identified."

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

c. TOY RELATED GUNS

"No restrictions identified."

d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

a. POVs (includes data on prohibited vehicles, colors, etc.)

"No restrictions identified."

b. MOTOR CYCLES/MOPEDS

"No restrictions identified."

c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"Importation is PROHIBITED."

10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

11. TRANSMITTING EQUIPMENT

"No restrictions identified."

a. CBS

"No restrictions identified."

b. AMATEUR/HAM RADIOS

"No restrictions identified."

c. MARS EQUIPMENT

"No restrictions identified."

**d. DISH ANTENNAS**

"No restrictions identified."

**e. CORDLESS PHONES**

"No restrictions identified."

**12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Western Sahara should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Western Sahara.

**13. OTHER**

None.

## General Instructions: YEMEN (YE)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged shipments: Contact (GBLOC: SNDK, DOS Yemen,)Department of State Consignment"Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DoS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.4. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:SanaaCarolyn RatzlaffTel: 967 1 755 2041FSN Contact Information:Ayoub AbdullahTel: 967 1 755 2204Group Email:JeddahShipping@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments:"In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified".

#### c. HARD LIFT AREA

"No restrictions identified".

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments:"In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

DOD / DOS arranged shipments:a. Do not route through Sudan. Do not route via Africa, especially Ethiopia.b. ITO should notify American Embassy, Sanaa, by message of shipment including airway bill(AWB)/PPGBL number, member name, routing and date shipped. Description of shipment should read: "Household and Personal Effect." No mention of or the use of the term "MILITARY" should be used. Bill or bill of lading and supporting documents should be forwarded 30 days prior to shipment. A copy of the airway bill or bill of lading should accompany property.c. Shipments must not reach Yemen prior to members arrival. Origin PPSO should place shipment in SIT until 5 days prior to member's arrival in Yemen. Shipments that reach Yemen prior to member's arrival cannot be cleared and must be held in customs, until after members arrival.

### 3. CONSUMABLES

DOD and DOS For: Sanaa, Yemen JTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition.The JTR identifies Sanaa, Yemen as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR A. Uniformed Service Member 1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. B. Civilian Employee 1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.). 2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized. Sanaa, Yemen

#### a. ALCOHOLIC BEVERAGES

"Importation is PROHIBITED."

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified".

#### d. FOOD STUFFS AND MEATS

"No restrictions identified".

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified".

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified".

**a. HOME COMPUTERS**

"No restrictions identified".

**b. TVs/VCRs**

"No restrictions identified".

**c. OTHER (i.e. COMPATIBILITY, ETC)**

Purchase converters for small appliance and a 6 month supply of US postage stamps. Statewide checking account is advisable; personal checks can be cashed at US Embassy.

**5. FURTNITURE, OVERSIZED**

"No restrictions identified".

**6. PETS/QUARANTINE**

While there are no specific requirements known for the import of pets, Office of Military Cooperation does not encourage this. If pet is imported, a rabies vaccination and health certificate no more than 30 days prior to scheduled arrival in country should be obtained. This will facilitate en route transfers/layovers and preclude problems upon arrival in Sanaa. Pets must be routed via Paris Charles De Gaulle, then direct to Sanaa on Air France. No other carrier should be used into Sanaa as none are specifically known to authorize live animals on board their aircraft.

**7. PRIVATELY OWNED FIREARMS (POF)**

"Importation is PROHIBITED."

**a. HAND GUNS**

"Importation is PROHIBITED."

**b. RIFLES/SHOT GUNS**

"Importation is PROHIBITED."

**c. TOY RELATED GUNS**

"Importation is PROHIBITED."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified".

**a. POVs (includes data on prohibited vehicles, colors, etc.)**



Ship to port of Hodeidah Yemen Arab Republic marked for American Embassy. Delays of 5 to 6 months are not uncommon before a person can actually drive one's POV on the road. Airway bills and POV shipping documentation (copies) are to be forwarded to American Embassy, Shipping and Customs Sanaa, Yemen, Department of State, Washington, DC 20521-6330. One POV can be imported into Yemen.

#### b. MOTOR CYCLES/MOPEDS

Motorcycles not authorized. There is a proliferation of motorcycles in Yemen with no specific regulations on safety or governing their use. POV/moped/motorcycle should be containerized for shipment and marked for the post of Hodeidah, American Embassy (USOMC), Sanaa Yemen Arab Republic.

#### c. GASOLINE/CATALYTIC CONVERTERS

Diesel fuel and leaded gasoline are available; however, no unleaded gas is available.

#### d. INSURANCE AND SAFETY REQUIREMENTS

Third party liability insurance coverage is available in Sanaa after arrival at reasonable rates and is required.

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

Sexually suggestive material (such as magazines, videotapes, calendars, paintings, statuary, etc.) should not be shipped. These items will be confiscated if discovered by customs officials.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified".

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified".

#### a. CBS

"Importation is PROHIBITED."

#### b. AMATEUR/HAM RADIOS

(1) Short wave radios with BFO capability should not be shipped. These items will be confiscated if discovered by customs officials. (2) Short wave radios in normal configuration (i.e., without BFO capability) can be shipped.

#### c. MARS EQUIPMENT

"Importation is PROHIBITED."

#### d. DISH ANTENNAS

"No restrictions identified".

**e. CORDLESS PHONES**

"No restrictions identified".

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Yemen should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Yemen.

**13. OTHER**

a. Members and their dependents must each have 15 passport size photos. You must also have official passports and valid entry visa. b. Members and dependents must undergo complete medical and dental examination within 3 months prior to arrival in Yemen. Member and dependents must be free from any medical/dental deficiency that would preclude assignment to an isolated duty station. Required immunization will be completed prior to departure from CONUS. Immunization records will be in individual's possession prior to departure. c. TRAVEL: To Yemen only via Paris (Charles De Gaulle) to Sanaa, Yemen on Air France or via Frankfurt to Sanaa or Yemenia Airlines via London on BA on Lufthansa, via Amsterdam on KLM. DOS arranged shipments: ITGBL Local Agents: YemenPost: Sanaa Bureau: NEALocal Agents: 3) Five Star Logistics Co LTDP.O.Box.19847 Sana'a, Republic Of Yemen. Telephone: 00967-1-450238 /239 Fax: 00967-1450894 Email: info@fstarlogistics.com General Manager: Mr. Arshad Ali Bajwa Mobile: 00967-771717646 / 00967 - 7346997772) GAS Aviation Services P.O. Box 12519, Sana'a, Republic Of Yemen. Telephone: +967 1 412318 (15lines) Fax: +967 1417067 Email: baz-grp@y.net.ye General Manager: Mr. Khaled Bazara Cell phone #: +967 71173-08001) Marib Travel & Tourism (Cargo Division) P.O. Box 161 Sana'a, Republic Of Yemen. Telephone: 00-967-1-441 109 or 00-967-441-126 Fax: 00-967-440-733 Email: cargo@marib-tours.com General Manager: Mr. Waleed Al -Khayat Cell phone #: +967 73322-2079

## General Instructions: ZAMBIA (ZM)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact GBLOC WKAS. DOS arranged moves: Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions: 1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797. 2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment". 3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV. After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status. GSO Contact information: Lusaka Kyle Missbach; Lara Bell Missbach KJ@state.gov; Belle@state.gov +260 211 357272; +260 211 35FSN Contact Information: Vincent Daka Daka VA@state.gov 60-211-357235 Group email: LusakaGSOShipping-DL@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

Hard lift area for Army, Air Force, and Marine Corps. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

Nondiplomatic personnel have duty free importation for 6 months after arrival at post.

### 3. CONSUMABLES

DOD arranged shipments: Validate consumables allowance authorization within the JTR.

DOS arranged shipments. Contact DOS

#### a. ALCOHOLIC BEVERAGES

Subject to duty if imported by nondiplomatic personnel. Free allowance is one bottle of alcohol and two cartons of cigarettes.

#### b. CIGARETTES/TOBACCO PRODUCTS

"No restrictions identified."

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified." identified on Diplomatic shipments.

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."

#### b. TVs/VCRs

"No restrictions identified."

#### c. OTHER (i.e. COMPATIBILITY, ETC)

"No restrictions identified."

### 5. FURTNITURE, OVERSIZED

"No restrictions identified."

### 6. PETS/QUARANTINE

Import license is required. Notify Administration Officer, American Embassy that pet will be shipped; however, do not ship until license has been granted. Pets arriving without necessary documentation are destroyed.

### 7. PRIVATELY OWNED FIREARMS (POF)

Import license is required. Do not ship in HHG. Notify Administrative Officer, American Embassy, of desire to ship. Request for license is usually denied.

#### a. HAND GUNS

"Importation is PROHIBITED."

#### b. RIFLES/SHOT GUNS

"Importation is PROHIBITED."

#### c. TOY RELATED GUNS

"Importation is PROHIBITED."

#### d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)

"Importation is PROHIBITED."

### 8. PRIVATELY OWNED VEHICLES (POVs)

"No restrictions identified."

#### a. POVs (includes data on prohibited vehicles, colors, etc.)

One POV per adult member may be imported up to 6 months after arrival at post. Nondiplomatic personnel must show that vehicle was owned prior to arrival at post.

#### b. MOTOR CYCLES/MOPEDS

Mopeds/motorcycles are considered to be POVs.

#### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

#### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

This is prohibited under Zambian Law.

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

"Importation is PROHIBITED."

#### a. CBS

“Importation is PROHIBITED.”

#### b. AMATEUR/HAM RADIOS

No restrictions identified.

#### c. MARS EQUIPMENT

“No restrictions identified.”

#### d. DISH ANTENNAS

“No restrictions identified.”

#### e. CORDLESS PHONES

“No restrictions identified.”

### 12. SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS

Personnel contemplating retirement, separation or relocating dependents to Zambia should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Zambia.

### 13. OTHER

GSO & AGSO: Evelyn Okoth; OkothEA@state.gov Andrew Wright; WrightAH@state.gov FSN: Vincent Daka DakaVA@state.gov Group email: LusakaGSOShipping-DL@state.gov DOS arranged shipments: ITGBL Local agents: ZambiaPost: Lusaka Bureau: AFLocal Agents: Josphat Murape Managing Director Stuttafords (Z) Ltd P.O. Box 30336, Lusaka Plot 7434 B Washama Rd Villa Elizabeth Tel: +260211240412/3; Fax: +260211240410 Mobile: +260976749389 Email: admin@stuttafords.co.zm or stuttszambia@gmail.com Web: www.stuttafordsremovalszambia.com AGS ChakaBUHENDWA | Branch Manager – AGS Zambia Tel: +260 969 866 866 Email: managerzambia@agsmovers.com Skype: Manager AGS Zambia www.agsmovers.com

## General Instructions: ZIMBABWE (ZW)

### 1. SHIPMENT INSTRUCTIONS

DOD arranged shipments: Contact (GBLOC: WKAS, EURO Theater CPPSO Germany)DOS arranged moves: Contact (TXDL DOS)Department of State Consignment. "Effective 1 October 2013, DoD and U.S. Coast Guard (USCG) personnel assigned official duty to a diplomatic assignment under chief of missions and classified as permanent personnel or temporary duty (TDY) personnel more than 90 days, are authorized shipment of HHG/TDY weight allowance using DOS Transportation Services IAW Defense Transportation Regulation (DTR), Part IV, Appendix F. Upon completion of the following actions, customers must be advised to coordinate pickup and delivery directly with DoS Transportation. For shipments picking up 1 October 2013 or after, DoD and USCG Personal Property Processing Offices (PPPOs)/Personal Property Shipping Offices (PPSOs) shall follow the following instructions:1. Ensure customers are counseled within the Defense Personal Property System (DPS) IAW Joint Federal Travel Regulation/Joint Travel Regulation entitlements and Service regulations. Document counseling via the DD Form 1797.2. Ensure DD Form 1299 is accomplished for each shipment and contains the following statement in the remarks block "Department of State managed shipment".3. Submit DD form 1299, DD form 1797, and a copy of the customer's orders via fax/mailed to U.S. Department of State Transportation and Travel Management division, Phone: 1-800-424-2947 or 202-663-0891/0892, Fax: (202) 663-3209, Email: DODPP@STATE.GOV.After submission of required documents to DoS, place the DPS shipment record in a "CANCELLED" status.GSO Contact Information:HarareLolita Jones JonesLC@state.govTel: 263 4 250593 x 4356FSN Contact InformationEdwick Banda BandaE@state.govTel: 263 4 250 593-5 x254Group EmailHarareGSOShippingTravel@state.gov

#### a. WEIGHT RESTRICTIONS

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

#### b. CONTAINER/CRATING REQUIREMENTS

"No restrictions identified."

#### c. HARD LIFT AREA

Hard lift area for Army, Air Force, and Marine Corps. Air clearance, when required, will be obtained from the appropriate Air Clearance Authority (ACA).

#### d. UNACCOMPANIED BAGGAGE

DOD arranged shipments: "In accordance with the Joint Travel Regulations." DOS arranged shipments: Contact DOS.

### 2. CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS

a. Goods must be owned and must arrive within 6 months after arrival on station of nondiplomatic personnel in order to allow duty free entry (OPSCO, OPSNCO, FAO). No time limit is imposed for diplomatically accredited personnel. Custom clearance cannot be obtained until after service member has arrived in country. b. Advance documentation for HHG/POV should be forwarded ASAP to destination. Local Government will not release until they have original commercial bill of lading.

### 3. CONSUMABLES

DOD and DOSJTR, par. 052002-F for Service members; par. 054310 for DoD civilian employees; App A definition. The JTR identifies Harare, Zimbabwe as having a consumable goods allowance authorized. Recommend validating consumables allowance authorization within the JTR

A. Uniformed Service Member

1. A member is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

B. Civilian Employee

1. A civilian employee is authorized to ship up to 1,250 pounds of suitable consumable goods per tour-year (i.e., 12-month tour-1,250 lbs: 18-month tour-1,875 lbs, etc.).
2. Two consumable goods shipments (totaling 1,250 pounds) per year are allowed if the consumable allowance is authorized.

#### a. ALCOHOLIC BEVERAGES

Limited importation is allowed.

#### b. CIGARETTES/TOBACCO PRODUCTS

Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped subject to host country requirements/restrictions identified. When undefined or in doubt, the TMO will request clarification by message from the responsible transportation authority at destination.

#### c. COSMETICS

"No restrictions identified."

#### d. FOOD STUFFS AND MEATS

"No restrictions identified."

#### e. MEDICAL (NARCOTICS)/PHARMACEUTICAL PRODUCTS

"No restrictions identified."

### 4. ELECTRICAL EQUIPMENT

"No restrictions identified."

#### a. HOME COMPUTERS

"No restrictions identified."



**b. TVs/VCRs**

"No restrictions identified."

**c. OTHER (i.e. COMPATIBILITY, ETC)**

"No restrictions identified." Electricity is 220 Volts, some transformers are provided.

**5. FURTNITURE, OVERSIZED**

"No restrictions identified."

**6. PETS/QUARANTINE**

Dogs and cats are permitted entry. Advance import permit and notification is required. Dogs and cats require a US public health certificate of vaccination against rabies and certificate of health not more than 10 days old at time of shipment. Quarantine is not required. Special restrictions in South Africa can complicate shipments. Post does not recommend shipping pets through South Africa.

**7. PRIVATELY OWNED FIREARMS (POF)**

Written approval from American Embassy, Harare, Zimbabwe, must be obtained before any firearms can be imported into Zimbabwe.

**a. HAND GUNS**

Written approval from American Embassy, Harare, Zimbabwe, must be obtained before any firearms can be imported into Zimbabwe.

**b. RIFLES/SHOT GUNS**

Written approval from American Embassy, Harare, Zimbabwe, must be obtained before any firearms can be imported into Zimbabwe.

**c. TOY RELATED GUNS**

"No restrictions identified."

**d. OTHER (i.e. AMMO, EXPLOSIVES, ETC)**

"Importation is PROHIBITED."

**8. PRIVATELY OWNED VEHICLES (POVs)**

"No restrictions identified."

**a. POVs (includes data on prohibited vehicles, colors, etc.)**

NOTE: LEFT -HAND DRIVE VEHICLES ARE NOT, REPEAT NOT...AUTHORIZED TO BE IMPORTED INTO ZIMBABWE (1) Ship surface only. POVs should be containerized. POV should be consigned to American Embassy Pretoria, South Africa for American Embassy Harare, Zimbabwe. Mark for name of member. Accredited diplomatic staff may import throughout their entire tour up to two

duty-free POV's per adult family member. Support personnel may import only one duty-free POV within the first 6 months of the member's arrival. (2) Transportation offices shipping POVs need to provide service member and American Embassy Harare, Zimbabwe, the following information: Transportation Office Location:Contac Name:FAX Number:Phone Number:E-mail Address>Date of Shipment of POV:Container Number:Bill of Lading Number: (3) American Embassy Harare, Zimbabwe, also requests that the original bill of lading for POV shipments be mailed to the following address using FEDEX OR DHL:American Embassy Harare172 Herbert Chitepo AveHarare, ZimbabweTelephone (263-4) 703-169 or (263-4) 250-595 (4) Name of owner, VIN number or engine number, color, make, model, engine size, year, and actual weight must be described on the original bill of lading.

#### b. MOTOR CYCLES/MOPEDS

"No restrictions identified." Motorcycles/mopeds are considered POVs by Government of Zimbabwe and processed as POVs. Can be shipped with HHGs.

#### c. GASOLINE/CATALYTIC CONVERTERS

"No restrictions identified."

#### d. INSURANCE AND SAFETY REQUIREMENTS

"No restrictions identified."

### 9. SEXUALLY EXPLICIT/PORNOGRAPHIC MATERIAL

"No restrictions identified."

### 10. STUFF WILD LIFE/ANIMALS AND PLANT RESTRICTIONS

"No restrictions identified."

### 11. TRANSMITTING EQUIPMENT

"No restrictions identified."

#### a. CBS

"No restrictions identified."

#### b. AMATEUR/HAM RADIOS

Subject to local licensing.

#### c. MARS EQUIPMENT

Subject to local licensing.

#### d. DISH ANTENNAS

Subject to local licensing.

**e. CORDLESS PHONES**

Subject to local licensing.

**12. SEPARATEES/RETIREES ENTITLEMENTS/LIMITATIONS**

Personnel contemplating retirement, separation or relocating dependents to Zimbabwe should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and is a personal matter between the member and the Government of Zimbabwe.

**13. OTHER**

DOS arranged shipments: ITGBL Local Agent:Country: ZimbabwePost: Harare Bureau:  
AFLocal Agents:3)World Wide Movers2 Conald  
RoadGranitesideHarareZimbabweTel: 00 263 4 755 020 – 3Email:  
dmellor@worldwidemovers.co.zw2) KEYLOGISTICS8 Telford  
RoadGranitesideHarareZimbabweTel: 263 4 751 753 / 752 656Elizabeth Hayter-  
evhayter@gmail.comAubrey Canary -aubreyc@keylogistics.co.zw4)AGS Frasers  
23,Kenmark Crescent – Bluffhill Industrial ParkFaber Road, Bluff Hill, Harare, ZimbabwePO  
Box WGT 1060, Westgate, HarareTelephone: Tel: (+263) 4 331 176 / 190E-mail: manager-  
zimbabwe@agsmovers.comPOC: Yaan Jondeau1) Glens Removals and Storage27 Watts  
RoadNew ArdbennieHarare, ZimbabwePOC: Josphat MurapeTel: 263 4 620 711 -1Email:  
jmurape@glens.co.zw \*\*bonded facility \*\*