

USTRANSCOM Personal Property Advisory #23-0004

Date: 13 October 2022

From: USTRANSCOM Defense Personal Property Management Office (DPMO), Scott AFB, IL 62225

To: All Military Service Headquarters Representatives, Worldwide Personal Property Shipping Offices (PPSOs), Personal Property Processing Offices (PPPOs), and Department of Defense (DoD) Approved Transportation Service Providers (TSPs)

Subject: Clarification Procedures for Reweighs (Automatic or Requested) and Reweigh Refunds

1. The below billing procedures will apply to shipments with a pickup date of 24 October 2022 forward this will be followed by an update to the 2022 400NG Tariff Change 4, 2022 International Tender (IT) Change 3, 2023 400NG Tariff and IT.

2. Below is the billing process when invoicing for shipments that have a pending automatic or requested reweigh before placing shipment in storage (SIT) and/or direct delivery charges.

3. **Reweigh (Automatic or Requested):**

- 3.1. Origin Storage in Transit (SIT): If a shipment requires origin SIT, TSP may request SIT and perform the reweigh/witness reweigh at destination (if requested) prior to delivery or placement in SIT at Destination. While in storage, TSP may invoice for all storage cost and SIT additional days in 30-day increments.
- 3.2. Destination SIT: If a shipment requires destination SIT, TSP may request SIT and perform the reweigh/witness reweigh (if requested) prior to delivery or placement into SIT. While in storage, TSP may invoice for all storage cost and SIT additional days in 30-day increments.
- 3.3. Direct Delivery: If a shipment is designated direct delivery, TSP **must** perform reweigh prior to delivery and **cannot** invoice for **any** services until reweigh has been performed and DPS reweigh information updated.
- 3.4. Reweighs will NOT be performed on the same scale. TSP will be required to invoice on the lesser weight if reweigh falls within the tolerance stated in the 400NG Tariff (Item 4) and International Tender (Item 505).

4. **TSPs' Reweigh Refund Invoicing Procedures:**

- 4.1. Reweigh refund will apply to ALL charges. TSP will submit refund(s) to the origin PPSO.
- 4.2. TSP will NOT be allowed to invoice for destination and/or direct delivery services until:
 - 4.2.1. The reweigh has been performed,

- 4.2.2. DPS reweigh information is updated,
- 4.2.3. Reweigh weight tickets are provided to the origin PPSO.
- 4.3. If a **refund is owed** the refund will be submitted on the **same** invoice with the delivery out of SIT or direct delivery charges, etc.
 - 4.3.1. If refund is NOT submitted on the **same** invoice, destination PPSO will **dispute or deny** all destination and/or direct delivery charges until the refund has been submitted and processed for payment.
- 5. Non-Performance of Reweigh:**
 - 5.1. If TSP fails to perform a required reweigh before delivery, TSP will be required to invoice IAW the 400NG Tariff or International Tender business rules.
 - 5.2. TSP will be paid based on either weight tickets or, a PPSO constructive weight of 7 lbs per cubic feet, whichever is less.
- 6. PPSOs' Responsibilities:**
 - 6.1. If TSP failed to perform the reweigh, notify your Quality Assurance section to take the necessary punitive action for non-performance of reweigh.
- 7. Any questions/concerns send to the Rates Team at transcom.scott.tcj9.mbx.pp-billings@mail.mil.
- 8. This message was approved for release by the Deputy Director for Operations, Defense Personal Property Management Office, (TCJ9-O).