

USTRANSCOM Personal Property Advisory # 23-0103

Date: 11 Aug 2023

From: USTRANSCOM Defense Personal Property Management Office (DPMO), TCJ9, Scott AFB, IL 62225

To: All Military Service Headquarters Representatives, Worldwide Personal Property Shipping Offices (PPSOs), and Personal Property Processing Offices (PPPOs)

Subject: Publication of GHC Task Invoicing Officer (TIO) Course 0G4A

1. The DPMO staff is pleased to announce the launch of the ***Global Household Goods Task Invoicing Officer (TIO) Course 0G4A***. This course is intended to familiarize Defense Personal Property Program personnel with TIO duties. This course supports or supplements the on-the-job, formal, or informal training provided by organizations to their personal property professionals.
2. The course is live as of 11 Aug 2023 and hosted on milUniversity, a module within the [milSuite](https://www.milsuite.com) platform at (<https://www.milsuite.com>). The course address is <https://www.milsuite.com/university/ghctraining/courses/ghc-task-invoicing-officer-tio-course-0g4a/>
3. This course can be accessed by anyone with a valid Common Access Card (CAC) through milSuite's milUniversity platform. The online format provides global, 24/7 access for self-paced learning, allowing students to schedule training at times that fit with their work schedule. Upon course completion, students will automatically be issued a certificate of training by the milUniversity website.
 - a) On NIPRNet, your local, installation, or Service level network configurations may result in the inability to access some or all of milSuite. If this happens, please submit a [trouble ticket](https://logincac.milsuite.com/support/remedyform/?app=milsuite) (<https://logincac.milsuite.com/support/remedyform/?app=milsuite>) so the milSuite Support Team can isolate and resolve the issue. Reports and external links render best using a Firefox browser.
 - b) For the small number of personnel who are unable to access milSuite, an offline version of the course is available at <https://www.milsuite.com/book/docs/DOC-1240560>. We ask that offline training **only** be used for individuals who are unable to access milSuite.
4. This course is a required prerequisite for nomination and designation to the TIO role. Please review all training requirements for your particular role listed [GHC Training Requirements](#).
5. Any questions/concerns about this new course or issues navigating the course in milUniversity can be e-mailed to the DPMO Training Management Team at transcom.scott.tcj9.mbx.t-division@mail.mil.
6. This message is approved for release by the Strategic Engagements Division Chief, Defense Personal Property Management Office (TCJ9-S).