

## USTRANSCOM Personal Property Advisory #24-0006

**Date:** 13 October 2023

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

**To:** All Department of Defense (DOD) Approved Personal Property Transportation Service Providers (TSPs)

**Subject:** Annual Qualification Review of Certificate of Independent Pricing (CIP) and Certificate of Responsibility (COR)

1. Effective 16 October through 17 December, it is mandatory TSPs review and update their CIP and COR information in the Defense Personal Property System (DPS). Failure to update the CIP and COR No Later Than 17 December 2023 will disqualify the TSP from participating in the 2024 Rate Filing Event.
2. **IMPORTANT:** TSPs are **ONLY** allowed to update their CIP and COR documents in DPS **between 6AM and 6PM Central Standard Time (CST)**. Updating the CIP/COR outside of the 6AM - 6PM period will cause the Extraction Transformation and Loading (ETL) to fail. These ETL failures, ultimately prevent user from having access to accurate data when using analytics.
3. After TSPs update their CIP and COR, only the President or Chief Executive Officer can certify the CIP and COR before submitting for approval. TSPs must ensure the documents are in an "UNDER REVIEW" status before updates can be processed by DPMO. If the status is showing "IN PROGRESS" or "SUBMITTED" DPMO cannot process the updates.
4. **This advisory is the ONLY notification to TSPs. DPMO will not provide telephonic or email reminders for the CIP and COR requirement.**
5. Direct questions or concerns to the TCJ9-OH Personal Property Quality Support Team at [transcom.scott.tcj9.mbx.pp-quality@mail.mil](mailto:transcom.scott.tcj9.mbx.pp-quality@mail.mil)
6. This message was approved for release by the Deputy Director, Defense Personal Property Management Office, (TCJ9-D).