

USTRANSCOM Personal Property Advisory #24-0032

Date: 29 December 2023

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

To: All Department of Defense (DoD) Approved Transportation Service Providers (TSPs)

Subject: Timely and Accurate Filing of Importer Security Filing (ISF)10+2 for DoD Household Goods Shipments

- 1.** This advisory outline the requirements for Filing Importer Security Filings (ISF) (a.k.a. 10+2) accurately and filing in a timely fashion IAW Defense Transportation Regulation (DTR), Part V, Chapter 502, Paragraph N., 19 CFR 149.2, and USTRANSCOM Personal Property Advisory #23-0108A Paragraph 6.
- 2.** DPMO has been made aware of late and inaccurate 10+2 filings by ISF brokers utilized by TSPs for the DoD household goods shipments. DPMO is aware of the negative impact of inaccurate information and delayed filing of the ISF 10+2. As we continue to evaluate the impact to shipment clearance, we ask that you follow the procedures outlined in DTR, Part V, Ch 502, Paragraph N and 19 CFR 149.2.
- 3.** The commercial vessel TSPs bringing containerized cargo (including personal effects/HHG/UB) into the United States are required to provide CBP additional shipment information pertaining to the cargo prior to lading the cargo at foreign ports of entry IAW 19 CFR Part 149, Importer Security Filing.
- 4.** The DTR, Part V, Ch 502, Paragraph N.3, lists the ISF “10+2” data elements that must be provided to CBP prior to vessel loading at the overseas seaport. CBP will accept the following 10 data elements for DoD-sponsored personal effects (HHG/UB):
 - 4.1.** Importer of Record:
 - Personal Effects/HHG/UB: Name/Address of TSP port agent
 - 4.2.** Consignee Number (e.g., RS, EIN)
 - Personal Effects/HHG/UB: Employee Identification Number/Internal Revenue Service (IRS) number, or CBP assigned number of the firm(s), logistics provider, or the logistics provider's intermediary agent in the United States on whose account the merchandise is shipped.
 - 4.3.** Seller:
 - Personal Effects/HHG/UB: Member’s/employee’s name/origin pick-up address
 - 4.4.** Buyer:
 - Personal Effects/HHG/UB: Member’s/employee’s name/origin pick-up address
 - 4.5.** “Ship To” Party:

- Personal Effects/HHG/UB: Actual delivery address or destination
Transportation Office address
- 4.6. Manufacturer:
- Personal Effects/HHG/UB: Member's/employee's name/origin pick-up
address
- 4.7. Commodity (Harmonized Tariff Schedule [HTS] Number):
- Personal Effects/HHG/UB: Use applicable HTS code: 9805.00.50
- 4.8. Country of Origin:
- Personal Effects/HHG/UB: Country where shipment is originating.
- 4.9. Container stuffing location:
- Personal Effects/HHG/UB: Name and address of commercial TSP and
stuffing location
- 4.10. Consolidator (stuffer name/address):
- Personal Effects/HHG/UB: Name of TSP's agent performing stuffing.

IMPORTANT: Do NOT use the DoD Defense Pentagon, Wash D.C. or DoD EIN as the Importer of Record when filing 10+2 for HHG/UB shipments. TSPs must use the Name/Address of TSP port agent.

5. TSPs have the responsibility to complete the ISF 10+2 within the set timeline and provide accurate information. IAW 19 CFR Part 149.2, TSPs are responsible for submitting 10+2 to CBP **no later than 24 hours** before the HHG/UB shipment is laden aboard the vessel at the foreign port. Failures to comply with filing and transmission requirements are subject to penalties assessed by the CBP.

6. Questions about this advisory may be sent to transcom.scott.tcj9.mbx.pp-quality@mail.mil

7. This message was approved for release by the Deputy Director, Defense Personal Property Management Office, TCJ9-D.